

November 20, 2017

Council Meeting Minutes

## City Council Meeting Minutes

**Call to Order/Pledge of Allegiance:** Mayor Pro Tem Vic Moen called the Council Meeting to order at 6:00 p.m., followed by the Pledge of Allegiance. Council members present were Margie Ritter, Tony Donahue, and Mike Nelson. Also in attendance were representatives from ICTV and Scenic Range Newspaper. Mayor O'Brien was not able to skype due to the internet signal.

**Approval of Minutes:** A motion to approve the November 6, 2017 Council Meeting Minutes was made by Donahue, seconded by Nelson. Motion carried unanimously.

**Consent Agenda:** Motion was made by Ritter and seconded by Donahue to approve the Consent Agenda consisting of the Claims for Approval List, Treasurer's Report, and Correspondence to include RAMS, DEED, Minnesota Environmental Quality Board, Itasca County Need, Get Fit Itasca Leadership Team Meeting minutes, The Ranger, Greenway Joint Rec. Assoc., MAOSC, and LMCIT. The motion carried unanimously.

### Public Forum:

### Additions to Agenda:

### Reports:

**Maintenance** – Moen explained the snow removal policy of 3 inches before Schwartz plows the streets. He said that he had discussed with maintenance the hazardous icy intersections following the snow melting and directed maintenance to contact Schwartz for salt versus doing the intersection by hand, which he offered.

Moen discussed a problem maintenance discovered while getting the rink ready. Maintenance was waiting for Venture Electric to have the lift available before replacing bulbs for the rink lights. While they were in this process, they discovered the wires had been chewed through by the squirrels and due to the cost of the lift being rescheduled, it was decided to make the repairs while they were on site.

**Attorney** – None

**Engineer** – None

**Mayor** – None

**Clerk** – The Clerk and the Mayor Pro Tem explained that due to the complexity of changing the signers on the Bank Account, Ritter will not be added until after the change in the Clerk position.

**Council** – Donahue stated that he will not be available for the next meeting.

Ritter informed the Council that she heard from Joni Olson from ISD #318 regarding a time to meet with the council. After reviewing the dates, it was discovered that we have the same meeting dates. It appears that we will need a special session to meet with the School District. Ritter stated that she has heard from City Engineer, Glen Hodgson, who has been working on the punch list for the meeting with the School District and that he should have something available for the next Council meeting.

**Committees:**

**Personnel** – Ritter explained that there were qualified applicants for the Clerk/Treasurer position and interviews will be next Monday, November 27<sup>th</sup>.

**Park/Recreation** – Donahue said that the Committee held a meeting and reviewed this last year and discussed the plans for next year and that there would be minutes for the next meeting. The Committee will be planning a possible winter party with tentative dates for December 30<sup>th</sup> or January 6<sup>th</sup>.

There was also discussion on the need for rink attendants. The Clerk will contact Personnel Dynamics to see if ads were placed in the newspaper. It was suggested that this opening be placed on our Website and Facebook. Moen offered to take a notice to ICC.

**Facilities/Equipment** – None

**Zoning** – Ritter explained that the Committee is working on the Chapter 256 Rental Property revision and the new name for Pine Street. The next meeting was scheduled for December 13.

**Technology** – The computer stand has been set up and working well. The microphone has also been installed and tested.

**Utilities** – None

**GreenStep** – None

**Old Business:**

**A. Work Session date to Finalize 2018 Budget** – Moen has asked to have a Work Session Meeting on December 4<sup>th</sup> following the Initial Public Meeting for the Proposed Levy and Council Meeting to discuss the final numbers for the 2018 Budget. This meeting will address the new numbers on Fuhrman Street, the Clerk position, engineering fees, and the School District Hoolihan property purchase. The Clerk will contact our Finance Department for information from the County regarding taxation. Nelson made the motion, and second by Ritter to have the Work Session Meeting on December 4<sup>th</sup> at 7:00 or later. Motion carried unanimously.

**New Business:**

**A. Liquor License – Bottles & Brews Liquor** - Moen reviewed the documents for the 2018 Liquor License Renewal for Bottles & Brews. Donahue made the motion to approve the application and Nelson seconded the motion. Motion carried unanimously.

**Adjourn:** The motion was made by Ritter and seconded by Donahue to adjourn the meeting. Meeting adjourned at 6:20 p.m. The motion carried unanimously.

Respectfully submitted,

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Arlana Hess, City Clerk

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Vic Moen, Mayor Pro Tem