

COUNCIL MEETING MINUTES

April 8, 2019

The meeting was called to order at 6:00 pm by Mayor Werner. The Pledge of Allegiance was recited by those in attendance. Present for the meeting: Mayor John Werner; Councilors Suzanne Herstad, Bob Quade, Jayme Heim, and John Hegstrom; Clerk-Treasurer Toni Blomdahl; and the attached list of public.

PUBLIC DISCUSSION: Jayme stated she wanted to address something as a business owner in Rice Lake. Jayme stated the property taxes and liquor license payments are due at the same time every year and it is somewhat of a burden on business owners and wanted to know if Council would be okay with following Duluth, who allows quarterly payments for the liquor license. Suzanne asked Toni if there were any requirements that would not allow this. Toni stated the money all comes to the City so she doesn't think there would be any issues, but she will check and bring it to the next Council meeting.

CORRESPONDENCE: Toni stated we just had General Correspondence which included newsletters from the surrounding communities and CGMC Lobby Day. Council will let Toni know if they want to attend lobby day.

CONSENT AGENDA:

Minutes:

March 25, 2019 Council minutes

Executed Claims:

General fund checks – March 26, 2019 to April 8, 2019 totaling \$69,054.16 and \$36.89 from March 25, 2019 payment batch correction

Payroll checks – 1573 thru 1604 and EFT's totaling \$48,449.52

Resolutions:

Resolution 19-13 Supporting Revisions to Airport Zoning

Resolution 19-14 Combining Special Appropriations for East Calvary Water Loop Project

Resolution 19-15 Appointing Election Judges for the County Commissioner Primary

Ordinances:

Ordinance #50 Parking Regulations

Bob made a motion to approve the consent agenda with a second by John H. Ray McClelland asked about Resolution 19-13 and what the revisions are for. Toni read the resolution into record. John W. stated the resolution is requesting legislation to allow each airport to customize zoning. All in favor. Motion carried.

COUNCIL REPORTS:

Suzanne stated she and John H. attended the JAZB meeting on April 4th to bring forth Rice Lake's zoning requests to JAZB which includes eliminating the minimum 2.5 or 3-acre minimum and 20 people maximum per acre. Suzanne stated they also requested that Runway 3 not move further north. Hermantown also presented their requests, so now JAZB is lumping the two communities request together to bring to MnDOT, which our attorney will review prior to bringing it to MnDOT. Suzanne stated she is now a member of a small committee formed to request consulting work from the airport in order to help with zoning reform. Suzanne stated the CTC broadband survey is still open and there have been 66 surveys completed and 62 people that went to visit the site but didn't leave info as of March 29.

John H. stated he attended meetings for public discussion for airport zoning and there is a lot of good information at these meetings. John stated there has been safety concerns in discussions in Rice Lake, but he found out the safety study is complete, and we do not need to do it again.

Jayme stated she attended her first Fire Department business meeting and thought it was run very well and they have great comradery. Jayme stated they do a call review to discuss fire responses they had

regulate the aesthetics for small cell wireless facilities. Toni stated we can adopt the policy now and then adopt the ordinance after it has been posted for 10 days prior to final Council decision at our April 22nd meeting. Suzanne made a motion to adopt the policy with a second by Bob. All vote in favor. Motion carried.

Employee retirement letter: Toni read into record the letter from Kathy Carlson noting she is going to retire, and May 30th will be her last day.

Council Time Sheets: Toni presented Council with a monthly claim sheet from Councilor Herstad for hourly wages totaling \$816.00. John H. made a motion to approve Councilor Herstad's claim sheet with a second by Jayme. All vote in favor except for Councilor Herstad who abstained. Motion carried.

UNFINISHED BUSINESS:

Mosquito Control at City Park: Toni read portions of the email from Duluth Lawn Care noting they don't spray around flower beds and spray in the early morning when bees are not active to prevent harming pollinators. Toni stated only doing 3 weed and feed treatments would save the City \$191. John H. stated he will not vote for any chemicals on City property. Jayme stated she is concerned about deer ticks and thinks this would help. Jayme made a motion to approve spraying for mosquitos and ticks at the City Park with a second by Bob. John W., Bob, and Jayme vote in favor. Suzanne and John H. vote against. Motion carried.

Utility Camera for televising sewer lines: John G. stated the camera presented for approval was recommended by MRWA so we should be able to show a customer a clear break in their sewer line in order to make them fix it. John stated we need to televise 30 laterals every year so this camera should be reliable to do that. Bob asked what funds this camera would come out of. John G. stated the utility funds and a portion from the \$2.50 per month sewer lateral charge we are currently charging our sewer customers. Suzanne made a motion to purchase the recommended camera in the amount of \$9,468 with a second by John H. All vote in favor. Motion carried.

Motion for Adjournment: Having nothing further to discuss, Bob made a motion to adjourn the meeting. Mayor Werner adjourned the meeting.

Respectfully submitted,



John Werner, Mayor

4-22-19
Date



Toni Blomdahl, Clerk-Treasurer

4-21-19
Date

CITY OF RICE LAKE
Cash Balances Council

FUND Descr	Account	MTD Debit	MTD Credit	Current Balance
10100				
General	G 100-10100	\$3,954.03	\$126,194.46	\$98,181.83
Fair Housing	G 200-10100	\$105.47	\$0.00	\$91,513.04
Road Fund	G 201-10100	\$0.00	\$38,523.13	-\$109,388.04
Fire Department	G 205-10100	\$26,366.25	\$48,695.27	\$54,955.63
Planning/Zoning & Building	G 220-10100	\$817.00	\$41,340.57	\$201,544.72
Project Investment	G 230-10100	\$52,906.73	\$57,495.27	-\$5,771.93
W Calvary Bond	G 247-10100	\$0.00	\$0.00	-\$23,639.95
2017 C.H. C.I. Bond	G 302-10100	\$0.00	\$0.00	-\$37,165.32
Fire Equipment Lease	G 318-10100	\$0.00	\$25,649.69	-\$16,583.11
Plow Truck	G 319-10100	\$0.00	\$0.00	-\$6,209.56
Water Utilities	G 600-10100	\$33,836.60	\$24,325.77	\$141,077.90
Sewer Utilities	G 601-10100	\$25,925.56	\$15,465.91	\$72,733.75
		<u>\$143,911.64</u>	<u>\$377,690.07</u>	<u>\$461,248.96</u>
10400				
General	G 100-10400	\$0.00	\$0.00	\$65,196.00
General Investments	G 105-10400	\$852.76	\$0.00	\$299,095.79
Road Fund	G 201-10400	\$4,588.54	\$0.00	\$121,222.11
Fire Department	G 205-10400	\$36,734.46	\$17,410.82	\$172,716.84
Project Investment	G 230-10400	\$58,231.42	\$0.00	\$124,383.78
W Calvary Bond	G 247-10400	\$2,367.29	\$0.22	\$866,961.76
Water Utilities	G 600-10400	\$787.94	\$0.00	\$87,056.31
Sewer Utilities	G 601-10400	\$787.95	\$0.46	\$98,557.91
Communication Tower Debt Serv	G 650-10400	\$4,908.46	\$0.00	\$466,555.33
		<u>\$109,258.82</u>	<u>\$17,411.50</u>	<u>\$2,301,745.83</u>
10401				
Fire Department	G 205-10401	\$0.00	\$0.00	\$21,939.00
		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$21,939.00</u>
		<u>\$253,170.46</u>	<u>\$395,101.57</u>	<u>\$2,784,933.79</u>

MARCH 2019 FINANCIAL REPORT

<u>Fund</u>	<u>Balance</u>	<u>Cash</u>
Checking Balance		
General	\$461,248.96	
General portion - \$155,924.27		
Water portion - \$141,077.90		
Sewer portion - \$72,733.75		
Fair Housing - \$91,513.04		
Investment Balance		
General	\$299,095.79	\$71,211.11
**Project Investment	\$332,740.89	\$122,819.63
West Calvary	\$866,961.76	\$3,144.52
Fire Equipment	\$172,716.84	\$62,716.84
Utility water	\$87,056.31	\$7,809.01
Utility sewer	\$98,557.91	\$7,809.01
Communications Tower	\$466,555.33	\$116,712.05
<u>**Project Investment breakdown (\$ set aside for specific improvements):</u>		
City Hall	\$32,599.64	
Public Works	\$32,596.36	
Fire Hall	\$21,939.00	
R&B Equipment	\$121,222.11	
Capital Improvments - General	\$124,383.78	
TOTAL	\$2,784,933.79	\$853,471.13

MARCH 2019 BUILDING PERMIT REPORT

Type of Permit Issued		# issued
• Furnace		1
• Roof		2
• Siding		1
• <u>Windows</u>		<u>1</u>
Total issued		5
Total valuation of projects:	\$	31,350.00
Fines	\$	0.00
Total fees assessed:	\$	159.00

Respectfully submitted,




Carley Hungerford
Building Administrator

**Planning and Zoning Report
April 2019**

- 1) Complaints: none
- 2) Public Hearings:
 - a. McCabe Rezone; Rural Residential 1 to Light Industrial.
 - b. Cooke Conditional Use Permit; Forest Wood Processing.
- 3) Draft Zoning Ordinance #22 update;
 - a. Under City Attorney review
- 4) JAZB Runway 3/21 and Safety Zones:
 - a. Planning Commission presentation; 3/19/19
 - b. City Council presentation; 3/25/19
- 5) Planning Commission:
 - a. New membership; Tom McCabe
 - b. Retirement; Kathy Meyer
 - c.
- 6) Stormwater Training
- 7) St. Louis County Recording conferences

Respectfully,



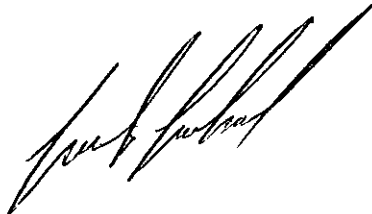
Teresa Koivula

March 2019 Public Works Report

- **Hydrants (maintenance, repairs)**
 - Cleared snow from 10 hydrants on W Calvary per request from the Fire Department.
 - Checked hydrant #43 on W Tischer for damage from St. Louis County grader operator. Shut down hydrant and notified Fire Chief.
- **Waterline (maintenance, repairs)**
 - Dropped off new water meter at 3971 Homecroft Ln.
 - Assisted with water main break on Howard Gnesen Rd.
 - Met Northern welding at 3739 Chicago to thaw residential water service line.
- **Sewer line (maintenance, repairs)**
 - Started locating sewer service laterals on Howard Gnesen and E Calvary.
 - Removed ice from ditch at 4812 1st Ave N to prevent further inflow into the collection system.
 - Opened all air relief valves on W Calvary with loader.
 - Pumped 2 of 4 air relief valve vaults on W Calvary.
- **Locates (amount)**
 - 24 regular and 1 emergency.
- **Building Maintenance (location, summary of work)**
 - Plowed all city facilities as needed.
 - Assisted Rodger and Justin A with moving file cabinets upstairs at Public Works.
- **Vehicle/Equipment Maintenance (summary)**
 - Installed 14 grade 8 locknuts and bolts onto F-350 plow hitch to prevent BOSS plow from unsafe movement.
 - Detailed and cleaned interior of F-350.
 - Replaced hydraulic hose on the loader boom with the correct size hose.
 - Changed oil in the F-350.
 - United Truck Body installed new cutting edges on BOSS 9-foot plow.
- **Misc. Projects/Training**
 - Attended collection systems seminar in Brooklyn Park MN.
 - Assisted Justin A. with locating culverts for thawing.
 - Assisted plow drivers with plowing turnarounds.

Sincerely,

Justin Schendel



March 2019 Monthly Report

- **Regular road maintenance (brush, patch, plow/sand, etc.)**

- Plowed and sanded for 6 hours on Saturday the 2nd and got called back in for a water main break at 10:20pm working another 17.5 hrs.
- Recorded roads after a big snowfall for the attorney's records.
- Used the backhoe to clean up roads.
- Used the grader to push back and clear the ditch on Rehbein Rd.
- Drove roads to check for ice build-up, running water and brush on the roadside.

- **Culverts (location, new or repair)**

- Called in 26 culverts to be steamed by the county in March.
- Cleared 11 culverts this month without needing to be steamed.
- Dug out the whole length of the Fayre Rd south ditch to get the water to flow.
- Dug out the south ditch on the Washington Rd after the break up.
- Dug out the south ditch on the Birchwood Rd cross culvert.
- Dug out about 2 blocks of the south ditch on the Kingston Rd.

- **Building Maintenance (location, summary of work)**

- Cleaned shop, took out trash, swept and mop floors, organized tools.

- **Vehicle/Equipment Maintenance (summary)**

- Fixed a hydraulic hose on the backhoe during the water main break.
- Fixed broken air tank governor on the plow truck.

- **Miscellaneous Jobs (location, summary)**

- Took apart the old snow blower to be recycled for scrap.
- Sanded a desk for the Sheriff's office so Roger could paint it.
- Took scrap metal to Azcon to be recycled.
- Replaced mailbox at 4207 Fayre Rd.

Sincerely,



Justin Aleshire

April Council Meeting Fire Department Report

Total Calls:

- March total calls for service responded to was 18
 - 13 Medicals
 - 3 Lift Assists
 - 1 Structure Fire
 - 1 Carbon Monoxide Alarm

Volunteer Time

- Total number of hours volunteered for March was 692.
- 1st Quarter Total Volunteer Hours 1,787

Community Public Events

- Homcroft Elementary recently hosted their first STEM (Science, Technology, Engineering, and Math) event. RLFD had a few members attend and host a booth talking about the fire triangle and did some experiments with the kids that were interested. We also had some of our newer technology there to show off for the kids.

Training

- Duluth Fire Officers School was held at the DECC in March. The fire department sent 11 members to the training which included topics such as Incident Command, Large disaster preparation, first arriving engine company tactics, and safety officer related roles and responsibilities. Very informative and lots of new info was taken away from the training conference.

Hall Maintenance

- Painting is going well. Truck moving coordination is working out just fine.
- North Hall – Weather stripping was repaired on both overhead doors.

Fundraisers

- Pancake Breakfast will be at our fire hall May 4th 8am – 12pm

Respectfully Submitted,
Mark Niemi – Fire Chief

March 2019 Animal Control Report

Open/closed	Date	Time start	Time end	Address of issue	Description	Dog owner name	Outcome
Closed	5-Mar	2145	2230		2 Dogs, 1 with licence #101		Found licence number, owner picked up
Closed	9-Mar	1500	1500		1 cat brought in		per contract allowed cat to stay at AAHS
Closed	12-Mar	950	950		Davis Dogs are running loose for the last 2 weeks, no photo		no photo
Closed	14-Mar	1540	1545		Golden - Tag #258		Owner picked up
Closed	16-Mar	956			Little brown dog missing		No dog located by AC
Closed	19-Mar	1407	1621		Lost pit/dal cross white with black spots		No dog located by AC
Closed	25-Mar	1308	1310		Lost Gr Dane Grey/Black		No dog located by AC
Closed	25-Mar	1615	1730		Dark brown pit Zeus caught on W. Tischer Rd		Finder had owner Ben come pick him up.

March Utility Commission Report

- There was a major water leak on Howard Gnesen Rd. which was repaired on March 2nd and 3rd.
- East Calvary water loop project is moving forward. The bid opening has been pushed back to April 4th.
- The Utility Commission held a phone conference with the company offering lateral service line and leak protection. The Commission is still unsure if it is a good fit for our community. This item will be discussed at our April 15th meeting.

Respectfully Submitted,



Toni Blomdahl

Clerk-Treasurer

**Council Meeting
Date: April 8, 2019**

	Name:	Address:	phone and/or email address:	X-speak
1	Mellie Scheffler	5234 Hg Rd		
2	Wayne Boucher	4263 Lalaywood		
3	MARIE NIEWMAN	HEDSBURG		
4	JOHN GOMAN	4194 NELSON RD		
5	Albert Joubert	4497 Calway		
6	DAN COSTEY	4942 Ansted		
7	BOB FORD			
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