

**August 6, 2018
Work Meeting Minutes**

The meeting was called to order by Mayor John Werner at 6:00 p.m. Present for the meeting; Mayor Werner, Councilors Greg Andrews, John Goman, Suzanne Herstad, and Bob Quade; Clerk/Treasurer Toni Blomdahl, Mark Niemi and Brandon Zapp from the Fire Department, and Jayme Heim.

Bob made a motion to approve the July 2, 2018 Work Meeting Minutes with a second by Greg. All vote in favor. Motion carried.

Correspondence: WLSSD 2019 Budget Meeting Notice- John W. stated he will attend the meeting.

NEW BUSINESS:

Lockout/Tagout Policy: Toni presented Council with a Lockout/Tagout Policy that the Safety Committee has passed on to Council for final approval. John G. stated this policy is needed to keep employees safe if they are working on equipment so no one else can turn the equipment back on until the employee that locked it out is ready. Suzanne made a motion to approve the Lockout/Tagout Policy as presented with a second by John G. All vote in favor. Motion carried.

Pavilion Rental Gate Key Deposit: Toni presented Council with a request to change the Pavilion rental policy noting we have had several requests for the gate at the park to be opened for renters, so they can bring larger items into the park. Toni stated the rentals are usually on the weekends or in the evenings, so City Staff are not available to open and close the gate for the renters. Toni stated she is proposing to give renters a gate key if they pay a \$25 key deposit which will be refunded when they return the key and no damage has been incurred at the park. Council agreed they are in favor of more people using the park and can see the need for renters to have a gate key but were concerned with potential damage if the gate is left opened. Toni stated the renters are still responsible for securing the gate and any damage that may occur if they don't. Greg made a motion to approve the change to the rental contract for the \$25 gate key deposit with a second by Bob. All vote in favor. Motion carried.

Variances for Lonely Pine Estates: Toni stated a resident on Lonely Pine came in and wanted to put a garage on his property, but it was discovered he does not have enough lot width to be a conforming lot. Toni presented Council with the Lonely Pine Estates plat map that shows 4 properties that don't have the proper lot width and noted they do have enough acreage and meet the width requirements on some portion of the lot, but not enough width on the frontage or at the building site which is what our Zoning Ordinance requires. John W. stated this plat was approved when St. Louis County handled our subdivisions. Toni stated she is requesting Council allow us to proceed with variance requests for the four lots that don't meet the lot width requirements at the City's expense. Toni stated she consulted with Mike Couri, City Attorney, and he advised this would be the best way to clean this issue up without having to do a variance on each lot individually in the future. Suzanne made a motion to use City funds to proceed with the variance request with a second by John G. All vote in favor. Motion carried.

Fire Department Proposed 2019 Budget: Mark Niemi presented Council with the proposed 2019 budget for the fire department's operating costs. Mark went over each line item and noted they are requesting a total increase of \$5,625 most of which is for the OSHA mandated testing they will need to do annually. Mark stated he is also requesting an increase in the Equipment Fund based off the capital expense plan he had previously presented. John W. stated Council is aware we need to build up the equipment fund in order to purchase the required equipment but noted this may have to be decreased depending on where the final numbers come out. Council approved the Fire Department's budget as presented with an additional \$500 increase for grant writing and noted the numbers may have to be changed once all the budget numbers have been compiled.

Propane Quotes for City Hall and North Fire Hall: Toni presented Council with two propane quotes from Como Oil and Superior Fuel. John W. stated we just changed over to Como last year and had

issues with Superior Fuel being able to remove their tank. Suzanne made a motion to approve the quote from Como with a second by Bob. All vote in favor. Motion carried.

Reformatting of Rice Lake News: Toni informed Council that Print Corp, our current newspaper printing company is closing so Kathy is getting estimates from other printing companies for Council to consider. Toni stated Print Corp was the only local company that would print the paper in the format we're currently using so we will have to make some changes to the size and format for the paper, probably going with the same style the surrounding communities use.

Park Irrigation System: John G. stated the pump for the irrigation system at the Park failed so he and Justin S. were not able to start the system up. John stated he called around and got estimates for repairing the pump, which came in around \$5,000 and a new pump for \$2,338 which he and Justin S. and Justin A. could install. John stated they will need to purchase some additional gauges and piping which shouldn't exceed \$250. Greg made a motion to approve the pump purchase and additional supplies with a second by Suzanne. All vote in favor. Motion carried.

UNFINISHED BUSINESS:

DUWAC Memorandum of Understanding (MOU): Toni presented Council with the draft MOU from DUWAC. John W. stated he read through it and was looking at some changes DUWAC had made based off past discussions. Greg stated DUWAC is asking if we are on board with helping our ecosystem and Lake Superior or not and that there is no money required. Greg stated this would make it easier for us to ask for grants. Bob stated he thinks it's a good organization, but he thinks we should keep them at arm's length and not get too involved. Suzanne stated she is not sure we should sign the MOU as it will end up costing the tax payers. John G. stated this is another layer of big government and we already have agencies in place that monitor these issues. Greg made a motion to adopt the Memorandum of Understanding with a second by Bob. Greg and Bob voted in favor, John W., John G., and Suzanne voted nay. Motion failed.

Appoint Administrative Hearing Officer: Toni stated now that we have adopted the Administrative Code Enforcement Ordinance, we need to appoint an administrative hearing officer and she wanted to know who Council would recommend. Council agreed Toni should check with Hermantown's attorney to see if he is interested in being our hearing officer.

Greater Coalition of Minnesota Cities (GCMC): John W. stated he received a statement for our fees for 2019 from GCMC and there was a significant increase. John stated the coalition also supports the fact that townships have no voice when it comes to annexation. John stated he is going to call the coalition and ask them to explain the rate increase and bring their answer back to Council for discussion.

PUBLIC COMMENT: None

Having nothing further to discuss Greg made a motion to adjourn the meeting with a second by Suzanne. John W. adjourned the meeting.

Respectfully submitted,



John Werner, Mayor



Toni Blomdahl, Clerk/Treasurer

9-4-18

Date

8-31-18

Date