

COUNCIL MEETING MINUTES

September 10, 2018

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, Greg Andrews, John Goman, and Bob Quade; Clerk/Treasurer Toni Blomdahl; and the attached list of public.

PUBLIC DISCUSSION:

CORRESPONDENCE: John W. read the list into record:

Email from Diana Kelley regarding National Pregnancy and Infant Loss Awareness Day- Toni stated Diana is asking Rice Lake to adopt a resolution proclaiming October 15th as Pregnancy and Infant Loss Remembrance Day. Council agreed they were in favor of this. Toni will prepare a Resolution for the next Council Meeting.
General Correspondence – see folder

CONSENT AGENDA:

Minutes:

August 27, 2018 Council minutes
August 21, 2018 Roof Construction minutes
September 4, 2018 Roof Construction minutes

Resolutions:

Resolution 18-09-17 Entering into Cooperative Agreement with St. Louis County for Road Maintenance
Resolution 18-09-18 Appointing Absentee Ballot Board

Executed Claims:

General fund checks – 12802 thru 12839 and 466E
Payroll checks – 1380 thru 1406
Fair Housing Authority – none

Suzanne made a motion to approve the consent agenda with a second by Bob. All in favor. Motion passed.

COUNCIL REPORTS:

John G stated he has nothing to report.

Suzanne stated at the last work meeting, Council approved the Employee Right to Know manual that the Safety Committee had recommended.

Bob stated the MIC meeting is this Thursday and they are requesting volunteers for the bike and pedestrian count. Bob stated the weed of the month is knotweed and people like it because it is very hardy, but it can damage roads and foundations. Bob stated this weed is growing on the corner of Howard Gnesen Rd. and Norton Rd.

Greg stated the DUWAC meeting is coming up and he will share the Cities position on the MOU.

John W. stated we received a permit from the USACE to improve the drainage on the right field of the softball field at the City park. John stated he has some volunteers lined up to do the work on September 22nd. John stated the Rice Lake Rd house that was donated by Wells Fargo along with \$8,000 has been cleaned up. John stated the asbestos has been abated, the home has been dug out and filled with sand, the septic has been certified as abandoned from SLC and Rasmussen has sealed well so the property is ready for future development.

DEPARTMENT REPORTS:

Financial Report: Council received copies of the Financial Report and Revenue and Expense Summary. Toni stated there is \$413,296.11 in general checking which doesn't include \$52,906.73 which is in transit from RBC to our bank.

Building Department: Toni read the following report into record as prepared by Carley Hungerford.

Type of Permit Issued	# issued
• Demolition	2
• Addition	2
• Deck	1
• Garage	3
• Fill	1
• Siding/Roofing/Windows	3
Total issued	12

Total valuation of projects:	\$	83,628.49
Fines	\$	0.00
Total fees assessed:	\$	1212.50

Planning & Zoning report: Toni read the following report into record as prepared by Teresa Koivula.

- Complaints: 1
- Onsite visits: 3
- Zoning Violations abated: 1
- Outgoing correspondence: 3
- Sec 24; Minor Subdivision(s) approved: 1
- Pre-concept developer meeting: 1
- Safety Committee meeting: 1

Public Works: Toni read the following report into record as prepared by Justin Schendel.

- Picked up equipment for culvert trailer. Chains, taillights, hitch coupler, wheel jack and straps.
- Brought culvert trailer to Ted Spencer's to have trailer tongue straightened and strengthened.
- Removed broken lugs from culvert trailer and replaced. Removed both hub bearings, cleaned, re-packed and re-installed.
- Changed filters in air exchanger at City Hall.
- Attended monthly safety meeting.
- Exercised Booster station pumps as required.
- Exercised gas monitor as required.
- Re-calibrated confined space gas monitor.
- Replaced Billy's posting box glass with clear plexiglass.
- Assisted MRWA with replacing foot seals on Hydrant # 71.
- UHL replaced fan motor assembly in Heat recovery ventilator at Public Works.
- Performed an emergency flush for Kwik Trip on Hydrant #82.
- Located all curb Stops on 2nd Avenue North, Homecroft Lane, Raymond, Milwaukee, Austin, Mather and Chicago Ave. This was done to avoid possible collision during mowing ditches.
- Assisted Justin A. with pushing back material on Gothenberg Road.
- Attended Line tracing training class in Annandale, MN.
- Used loader and forks to load old city hall safe onto John Goman's trailer.
- Unloaded new park tables via loader and forks.
- Finished posting box and reinstalled at Billy's bar and grill.
- Used truck hoist to pull 2 signs from Gothenberg Road.
- Used truck hoist to pull Pierson Road sign.
- Greased Loader.
- Picked up flags and marking paint from Viking industrial.
- Drove old batteries from Firehall to Batteries Plus.
- Responded to 2 possible water leaks with Darrel Johnson at 4857 East Nelson and 4296 West Calvary.

- Called in 2 locates. Pierson Road sign and road construction at the end of Mather Road.
 - Picked up safe from riverside and delivered to Public works.
 - Picked up filing cabinet from Family of God Church and delivered to Public works.
 - Setup irrigation system at Park. Could not start system due to pump failure.
- John W. stated the safe and filing cabinet are for the Rice Lake Historical Society for documents and photos to be kept at Public Works.

Road and Bridge: Toni read the following report into record as prepared by Justin Aleshire.

- Built 5 new picnic tables for the city park with Justin S.
- Added gravel and extended the Mather road so the fire hydrant could be used.
- Finished the Gothenberg Rd. expansion with the grader and 5-yard dump.
- Dug out all of the old material in the back lot of the Public Works building and laid down all new road mat and filled in with class 6 from Northland with the help of Roger W. Started on Aug 6th and finished Aug 30th.
- Used all the old gravel from public works to fill in a large section at the city park.
- Worked the recycle shed for a couple ours to fill in for Brian.
- Cleaned, greased, washed and maintained all the equipment.
- Cut down all the overgrown bush in the back of the Public Works building.
- Brushed roads, Chicago, Milwaukee, Raymond, Homecroft Ln, 2nd Ave N, Lundin, Carlson, E Nelson, Hedberg

Fire Department: Chief Niemi read the following report into record.

Total Calls:

- August total calls responded to was 25.
 - 22 Medicals
 - 1 smoke investigation
 - 1 Powerline Hazards
 - 1 Smoke Alarm Install
- We are at about 170 calls so far this year. An average of just over 21 calls a month. We are on pace for another all-time high for annual call volume and this is without a major storm event that has boosted call volumes the past couple years.

Water Usage

- No water usage above normal consumption

Total Number of Hours Volunteered by All Members

- August Total Hours Volunteered 575 hours

Upcoming Events

- September 12th Pierce will be hosting a road rally at the south fire hall for area departments
 - Bringing an Engine, Platform Aerial Truck, Commercial Tanker Truck, and UTV
- October 8th-12th Fire Prevention Week
- October 20th Live Burn fire training at Howard Gnesen Rd house
- October 31st Halloween carnival

Mark stated they are doing a live burn with Lakewood and the Air National Guard on a house that was donated. Mark stated the homeowner has abated the asbestos and the fire department is hiring another company to do burn oversight. Mark stated it should cost between \$3 – 4,000 and they have received a grant for \$1,500 and the rest will be coming from fire training reimbursement. Mark stated he has ordered magnetic decals for the Tahoe that have the same graphics as the rest of their trucks.

Animal control: Toni summarized the animal control report as prepared by Jessica Rahja.

- Found a black lab mix which was taken to Sabrium Kennel and the owner was located.

- Received an email from someone on Arnold Rd saying they know where a dog is that was stolen from Munger, so she contacted the sheriff and they are investigating it.
- Toni emailed regarding dogs running at large on Willard Rd. did 4 slow drive-bys, will continue to drive by on road 1-2x per week.
- Received call about lost dog, still missing.
- Received call 2 dogs running at large biting people, tried to speak with complainant but was asked to leave the building, couldn't find dogs, unable to follow up with complainant.
- Received call about pit bull attacking small dog and causing vet bills, Sheriff noted it is a civil matter and completed a report.

Council appreciated the thorough report from Jessica, our new Animal Control Officer.

Utilities Commission report: Toni read the following report into record.

- Working on I&I model ordinance and template along with a mapping system for inspections. Commission approved proposed changes to Ordinance #25 for I&I inspections.
- I asked for clarification on Point of Sale Inspections as noted in Ordinances. Commission agreed we should be requiring POS Inspections.
- Commission set application fee of \$25 for new residents and water meter deposit of \$50 when resident suspects meter is faulty.

Sherriff: In Council's packet.

Sewer and water report: In Council's packet. John G. stated Justin has been working on water boxes and fixing leaks so hopefully our water loss will be reduced in coming months. John G. stated we designated \$30,000 in LGA funds for utility repairs.

NEW BUSINESS:

Gambling Permit for Ducks Unlimited: Toni shared with the Council a gambling permit we received for a benefit being held at the Other Place. John G. made a motion to approve the permit with a second by Bob. All vote in favor. Motion carried.

Liquor license for Kwik Trip: Toni presented Council with a liquor license application for Kwik Trip for 3.2% off-sale malt liquor. Suzanne made a motion to approve the license with a second by John G. All vote in favor. Motion carried.

Truth in Taxation Levy Public Hearing: Toni asked Council when they would like to hold the Truth in Taxation Public Hearing and noted it has to be between November 26th and December 28th. Council agreed on November 27th at 6:00 pm.

Set date for Mike Couri visit: Toni asked Council when they would like to have Mike Couri, City Attorney come for another visit. Council agreed October 8th would work best if it works for Mike. Toni will check with Mike and let Council know.

UNFINISHED BUSINESS:

Credit Card Processing Option for City Hall: Toni shared with Council a proposal from Paygov for processing credit card payments at City Hall and noted all fees would be paid by the user and not the City. Toni stated we can set it up, so we can accept payments for utilities, building permits, zoning fees, and any other fees the City charges and the user will know the fee before they process the payment. John G. made a motion to use Paygov for credit card processing with a second by Greg. All vote in favor. Motion carried.

Bob asked for a progress report on Lift Station 6 and 7 removal. Toni stated we haven't received any updates lately, but she thought they were supposed to be starting soon. She will follow up with the contractor to get a timeline.

Motion for Adjournment: Having nothing further to discuss, Greg made a motion to adjourn the meeting with a second by Suzanne. Mayor Werner adjourned the meeting.

Respectfully submitted,



John Werner, Mayor



Toni Blomdahl, Clerk/Treasurer

9/24/18
Date

9/21/18
Date

**Council Meeting
Date: September 10, 2018**

	Name:	Address:	phone and/or email address:	X-speak
1	Summa Beem	Kingston Rd		
2	Friday Endicott	Kingston Rd		
3	Maura Niemy	Hensbers RD		
4	Nicole D'Amille	Coburny Trl		
5	Ashley Twining	Schultz Rd		
6	And Swanson	Shubertown		
7	Brenda Zacc	Murphy Rd		
8	Roy Zelland			
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