

Minutes of the regular Proctor City Council meeting held on November 21, 2016 in the Community Center Council Chambers

Mayor Brenna called the meeting to order at 6:00 p.m.

MEMBERS PRESENT: Councilors Jake Benson, Jim Schwarzbauer, Shawn McGovern, Travis White, and Mayor David Brenna

OTHERS PRESENT: Mark Casey, City Administrator; Tammie McDonald; John Bray, City Attorney; Jim Aird, Midway Township; Phil Larson, PUC; Gordy Downs; Jim Rohweder; Jan Rohweder; Gary Nowak; Troy DeWall; Kathleen Hannan; Chad Ward; Jakob White; Jay Boysen

APPROVAL OF MINUTES:

Benson stated that Attorney John Bray was omitted from the Others Present and 6D should be Civil Service Commission not committee.

Motion by Schwarzbauer, seconded by Benson and carried: To approve the November 7, 2016 City Council Meeting Minutes as amended.

APPROVAL OF AGENDA

Motion by Benson, seconded by Schwarzbauer and carried: To approve the agenda of November 21, 2016 as amended.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Kathy Hannan informed the council that just a few hours ago the news stations reported a major bus accident in Tennessee. She stressed the importance of seat belts on school buses and suggested that Proctor School District revisit that topic.

Gordy Downs spoke briefly about the golf course manager position and how his money should help the course.

\*APPROVAL OF CONSENT AGENDA (one Council motion can accept all items listed under this agenda, plus Council can pull any individual items out of this consent agenda and discuss/act on item separately - thus leaving others to be approved via consent agenda action) - bold print denotes need for Council action

Motion by Benson, seconded by Schwarzbauer and carried: To approve the Consent Agenda.

\*1. COMMUNICATIONS

## 2. PLANNING & ZONING DEPARTMENT MATTER

Casey advised council that Planning & Zoning will be discussing the sign ordinance at their next meeting.

## \*3. CLERK ADVISES COUNCIL

- A. Government Fund payroll period ended 10/30/16; Liquor Fund payroll ended 10/30/16 (attached).
- B. Government Fund payroll period ended 11/13/16; Liquor Fund payroll ended 11/13/16 (attached)

## \*4. COMMITTEE REPORTS

- A. PUC Meeting Minutes of October 3, 2016
- B. PUC Meeting Minutes of October 10, 2016

## 5. UNFINISHED BUSINESS

- \*A. Council Handbook
- \*B. Moving Street Department
- \*C. Adopting Street Project Assessments
- \*D. Flashing Stop Light at Kirkus and Boundary
- \*E. Athletic Complex
- \*F. Almac Drive Drainage

## 6. NEW BUSINESS

- A. WIPFLI letter dated November 2, 2016

Casey stated that this is a contractual agreement for services for the City of Proctor and Public Utilities. Brenna confirmed the cost of \$19,400.

Motion by Benson, seconded by Schwarzbauer and carried (4-1, McGovern opposed): To accept the letter dated November 2, 2016 as an agreement for services with WIPFLI LLP.

**B.** Agreement for Legal Services ó Criminal Prosecution, Ron Envall

Casey stated that Mr. Envall is the prosecuting attorney for the City of Proctor and this is a renewal of his contract. Casey said that the Chief and the Police Department are very satisfied with his services.

Motion by Schwarzbauer, seconded by McGovern and carried (5-0): To accept the agreement for legal services from Criminal Prosecutor, Ron Envall.

**C.** 3<sup>rd</sup> Avenue Extension Work

Casey stated that this is an agreement with the County regarding North Boundary Avenue and repairing the portion between 5<sup>th</sup> and 9<sup>th</sup> Avenues; and also the 3<sup>rd</sup> Avenue extension by 5<sup>th</sup> Street. Casey referred to the maps that were included in the packets. He also explained that this project is not a budgeted item, however, speaking to the Public Works Supervisor, there are many issues on 3<sup>rd</sup> Avenue, so this repair is advantageous. The funds to pay for this will come from the proceeds of the Sales Tax.

Motion by McGovern, seconded by Schwarzbauer and carried (5-0): To authorize the contract as presented for the 3<sup>rd</sup> Avenue Extension work.

7. LABOR AND NEGOTIATIONS ISSUES - Closed Session

Motion by Benson, seconded by Schwarzbauer and carried: To close the public portion of the meeting and go into Closed Session at 6:20pm.

**A.** LELs - BMS

Brenna stated that there is a request for the police sergeant to meet with the Law Enforcement Labor Services and move to a midlevel supervisor union as a separate entity.

Motion by McGovern, seconded by White and carried: To approve the request to meet as presented.

**B.** Negotiations

Casey stated that there will be a meeting with the Retail Clerks on December 6, 2016 at 3pm.

C. Seasonal Golf Contract

Motion by McGovern, seconded by Brenna and failed (2-3, Benson, White, and Schwarzbauer opposed): To accept the Seasonal Golf Course manager contract as presented.

MEMBER CONCERNS

Casey reminded the audience and the councilors that at the next council meeting, December 5<sup>th</sup>, there will be the Truth in Taxation Hearing at 6:15pm.

BILLS FOR APPROVAL

Motion by McGovern, seconded by Brenna and carried (5-0): To approve the General Fund bills in the amount of \$68,962.40. Roll call vote: Schwarzbauer ó yes, Brenna ó yes, McGovern ó yes. Benson ó yes. White ó yes.

Motion by McGovern, seconded by Schwarzbauer and carried (4-1, White opposed): To approve the Liquor Fund bills in the amount of \$30,281.98. Roll call vote: Schwarzbauer ó yes, Brenna ó yes, McGovern ó yes, Benson ó yes, White ó no.

ADJOURNMENT

Motion by White, seconded by Brenna and carried (5-0): To adjourn the City Council meeting of November 21, 2016 at 6:50p.m.