The Council met at 6:30 pm for the review of Kathi Bennett. Kathi was given a $2/hr increase to match Tiffany’s wage as she is expected to be Tiffany’s backup as needed.

**Council Members Present:** Mayor Brent Switzer, Sheldon Johnson, Shaine Parr, Dan Walker, and Art Underhill.

**Others Present:**  City Clerk Tiffany Parr, Utility Billing Clerk Kathleen Bennett, Water and Sewer Operator John Mikrot, Fire Chief Gerard Bennett, School Board Member Dave Prachar, and various members of public.

**Call to Order:** Pursuant to due call and notice thereof, the meeting was called to order with the pledge of allegiance at 7:00 pm by Mayor Switzer.

**Petitions, Requests, and/or Complaints:** None.

**Consent Agenda:** The consent agenda which includes the minutes of the September regular city council meeting, the disbursements and financial reports, and accounts payable was submitted for approval. The Mayor asked for a motion to approve the consent agenda.

S. Parr made a motion to approve the consent agenda, seconded by D. Walker. Motion carried with all members voting in favor.

**Opening WRFD Sealed Bids:** City Council opened and reviewed sealed bids submitted for excess fire department property. Highest bids were selected. Tiffany will contact high bidders on Tuesday to arrange for payment and pickup of items. Winning bids attached.

**Gerard Bennett, Fire Chief:**  Runs to date: 4 other, 28 fire, 82 ems. New (used) trucks 1, 3, and 6 are ready to go. Still waiting on the structural PPE FEMA grant. Working on other grants for Federated Oil, MN Power, ECE, & Essentia grants. We did get awarded the DNR 50/50 grant, total $10,000 ($5,000/$5,000) for wild land equipment and we can get some PPE out of that as well. Public relations: October is fire prevention month. Will be visiting the school. Halloween will be handing out candy at the fire department. Gun Raffle is coming up. Recruitment: two applications out. Fire Department reviewed Kaitlyn Solberg and ran a background check. Would like to recommend her to hire.

S. Parr made a motion to hire Kaitlyn Solberg, seconded by S. Johnson. Motion carried with all members voting in favor.

Donations: Nothing new. Misc: Arch Rapids lights are proceeding. Bollards would like to at least get the one by the school done. Fire department is interested in insulating the shop building.

**Dave Prachar, School Board:** Looking for clarification on the letter received from the city in regards to school traffic on Pine Street at 43. Council specified that it is mainly school buses that are the concern. Also, who owns Pine Street between Main Street and Doe Street? The school or the city? There is some curb work that needs to be done. Need to know who is responsible for it. The minutes show that the street was turned over to the school in June of 1980. Dave is looking for legal paperwork. Art said he could check with Pine County when he goes down there this week. The plowing of that section of road has been handled by the school for many years.

**John Mikrot, Water and Sewer Operator:** Will be getting hydrants flushed this month. Got jetting done. Will go around and exercise gate valves. Had to order a part for the valves between the ponds. Dan brought up that the storm drain behind Sheldon’s mom’s place needs to be jetted.

**Kathleen Bennett, Utility Billing Clerk:** Will be billing out the September charges on Friday. There have been a few turnovers of properties this month. Tiffany and Kathi will be doing a free webinar through LMC for the PFAS litigation. We are part of the PFAS Cost Recovery Program. The MDH has send out a grant application for Source Water Protection. Can’t think of any reason that we would need it. John agreed. Kathi will be having surgery on October 13. Will try to be back for the billing on November 3rd. Otherwise Tiffany is trained and can call with any problems. Started the assessment process for delinquent water/sewer bills. There are four on the list.

**Tiffany Parr, City Clerk:** Some complaints received throughout the month. Complaints of dogs barking at McGreanor’s. They are working on putting up a fence to help keep them from barking. A complaint from Gampst about work done on Walters Road. Told him to contact Kettle River Township as they are in charge of work done on Walters Road. Also a complaint from Kurhajetz about the speed limit signs put up on Countryside Loop. Told him that they were not official signs, just curtesy signs to encourage traffic to slow down around the campground.

**Sheldon Johnson, Zoning:** Nothing new.

**Old Business**

**Repairing Walters Road:**  Rocon finished the work on Walters Road but did not patch the spots on the road that were broken up by the logging trucks. Have not received the bill for our half of the work yet from the township. Should be receiving that after their next meeting.

**Repairing Roads in Town:** Done for the season. It was asked if Mlaskoch ever paid for the repair work done on Church Street. We had sent a bill, but never received payment. Tiffany will send out another bill. 10 manholes were patched plus the part of the road that the logging trucks tore up on Doe Street.

**Blight:** Reviewed the issues with the home by the school. The motor home that is there, cannot be there all the time as per our ordinance. Also, all vehicles need to have current tabs and licensing. The biggest issue is with the pontoon right at the edge of the road. There has been progress made with the Mlaskoch properties. The home on Lake Street has made some progress as well.

**New Business**

**Earned Sick and Safe Time Leave:**  There are three different methods of accrual that the city will need to decide on. This takes effect January 1st. This was budgeted for at the budget meeting. Council will look over the information and wait to make a decision.

**VOTER Account:** The state came up with this VOTER Account to distribute money towards election expenses. Money was given to the counties to then distribute out to the cities. Willow River’s share is $25.95. The county would like to know if we would like to accept this money and the reporting requirements that go along with it, or turn it over to the county for the county to use towards countywide election expenses. Council decided to turn it over to the county.

**Adjournment**

A. Underhill made a motion to adjourn, seconded by S. Parr. Motion carried with all members voting in favor. The meeting was adjourned at 8:15 pm.

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Tiffany Parr, City Clerk Brent Switzer, Mayor