**Willow River City Council Meeting**

January 6, 2020

Approved February 3, 2020

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, January 6, 2020 at Willow River City Hall.

**Council Present:** Brent Switzer, Sheldon Johnson and Chris Ketchmark, Kevin McGreanor and Vickie Whitehouse

**Staff Present:** Diane Nelson and Kathi Bennett

**Others Present:**  Gerard Bennett, John Mikrot, Dave Prachar, Harold Blatz, Dave Prachar, Rosie Mielke, and Steven and Victoria Prachar.

**Approval of the Agenda:** Vickie made a motion to approve the agenda. Sheldon seconded. Motion carried with all in favor.

**Willow River Fire Department, Gerard Bennett**- the Fire Department has had 1 EMS call so far this year. Tanker #5 is still at the FCI and it should be back this week. Truck #1 had a valve that was leaking and has been repaired. The covers for the equipment are being made at the FCI. USDA may have a grant that would be applicable to the Fire Department. Vickie and Gerard are going to look into it. The department received the 50/50 matching grant from the DNR. That will go towards communications. It is for $5000. Three applications have come in and starting in January they will be looking into those. Gerard clarified the process. He also talked about the hydrant locks. He said that they are a deterrent, not a total fix but that the Fire Department supports what the City decides. They ended 2019 with 156 runs. That was a record year with 135 EMS, 20 fire calls and 1 other.

**John Mikrot, water and sewer –** John got the band around the lift station at Wyatt’s Cove and has that in for the winter and will look at permanently adhering it this summer.

**City Clerk, Diane Nelson** – There is a Local Government Officials meeting on Jan. 28th in Pine City. Russell and Allicen Waxlax have given their resignations to the Fire Department. We received a water fluoridation quality award from the US Department of Health.

**Water and Sewer Billing, Katie Bennett –** Kathi sent our 148 bills and emailed 31 for a total of $11189.64. Two properties are currently shut off. There were 12 shut off notices, 3 door hangers and 1 shut off. The state water connection fee is increasing per the State from $.53 to $.81 and that will take effect on the January billing.

**Dam Update, Vickie Whitehouse -** Vickie received a call and an email from Jason Boyle. He needed to know what type of vegetation we wanted at the City Park. He got a list to Vickie and she forwarded it to Jason. The design plan is about 90% complete. They are doing an environmental assessment worksheet and that is open for comment. They are still planning on construction in 2020.

**Old Business**

1. Christmas lights – Bruce hung some of them up with someone from the Lumber Yard.
2. Security system – The window is in and it was missing a part and we are just waiting on that.
3. MN Power agreement – I requested that they add putting up our Christmas lights as part of the agreement and have not heard back yet.
4. Hydrant locks – Gerard may have a prototype next month.

**New Business**  -

1. Fire Chief – Vickie makes a motion to approve Gerard as the Fire Chief for 2020. Sheldon seconded. Motion carried with all in favor.
2. Organizational Resolution - Diane had a calendar with the proposed dates of our meetings. They are all the first Monday of the month except September which will be on Tuesday. Vickie makes a motion to approve the calendar. Chris seconded. Motion carried with all in favor.
   1. Deputy mayor, Vickie
   2. Newspaper, tabled until we can talk to the Askov American. We have had issues with timely publication of our article in the Askov paper. They are running it in the Star Gazette before the Askov American. The school uses the Star Gazette.
   3. Depository, Northview Bank
   4. Polling place – designated by resolution 10-3-19 as the Rutledge Community Center.
   5. Legal advisor, Mike Bjerke
   6. Audit service, Eide Bailly
   7. Weed Inspector, Kevin McGreanor
   8. Emergency Director, Vickie
   9. Zoning, Sheldon
   10. Parks and nuisance, Kevin
   11. Fire Department and cemetery, Vickie
   12. Streets, Sheldon
   13. Water and sewer, Chris

Vickie makes a motion to approve the Organizational Resolution for 2020 with the exception of the official newspaper. Sheldon seconded. Motion carried with all in favor.

1. Fee Schedule – Diane looked at the COLA for 2020 and it is lower than last years. Gerard and Diane talked prior to the meeting and agreed to suggest a 2% increase. Vickie suggested changing the minimum wage for over two hours on a fire call from $9.65 to $10/hour. Vickie makes a motion to increase the over two hours on a fire call to $10/hour as well as increasing the contracts 2%. Kevin seconded. Motion carried with all in favor.
2. Audit Agreement – We need to sign the contract with Eide Bailly. Brent had time to review it and he will sign. Our audit is scheduled for January 28th. Diane asked that Kathi be here as well.
3. Election Judges – Diane asked for approval for the same election judges this year including Kathi. She needs to send out letters soon. The Presidential Primary is March 3rd and the General Election is November 3rd. There will be training in February.
4. Maintenance worker – Chad resigned and his last day will be January 15th. Vickie suggested that we look closer to spring.
5. Stop sign – The stop sign by the school has been hit and broken off. It was snapped off at the tar. A new post will have to be put in this spring/summer. Chad attached a tire as a base for the winter so currently it is freestanding. It keeps falling over, or is being knocked over. Kevin will check with the school to see if they know who hit it. Chris suggested contacting the Sheriff’s Office if we know who hit it.

Motion made by Vickie to adjourn the meeting. Kevin seconded. Motion carried with all in favor. Meeting adjourned at 7:50 PM.

Respectfully Submitted, Diane Nelson