**Willow River City Council Meeting**

October 1, 2018

Approved November 5, 2018

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, October 1st at the Willow River City Hall.

The meeting was called to order at 7:00 PM by Mayor Brent Switzer.

Meeting began with the Pledge of Allegiance.

**Council Present:** Brent Switzer, Sheldon Johnson, Chris Ketchmark, Darryl Poslusny and Vickie Whitehouse

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

**Others Present:**  Gerard Bennett, Dave Kliniski, John Mikrot, Rosie Mielke, Dave Prachar, Natasha Watercott, and Arnold Niemela.

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

**Willow River Fire Department, Gerard Bennett**- the Fire Department has had 22 fire calls, 84 EMS calls and 1 other for a total of 107 calls. Truck #5 is still in Sandstone. It is having 2 pumps and a hose reel installed. The Department is looking for a 6000 lbs. compressor for the SCBA’s. They are getting bids and the majority of the funds will be coming out of the Relief Association. Gerard asked if it was ok if some did come out of the Fire budget. The snowmobile and SST is getting lights so they will be ready for winter. The Department is looking for pagers and radios (even used) to get us through until the upgrade. October is Fire Prevention Month and the firefighters will be at the Willow River Elementary School to talk to the kids. They are going to start interviews with Ben Partlow and also some possible cadets. Vickie asked if we need to address this with the school since we are following the State of MN High School League rules. Gerard reminded the Council that there is a maximum of 3 cadets. Gerard said that he plans on talking with Greg Campbell. The yearly reviews will be starting to go over the previous years’ performance.

**Water and Sewer, John Mikrot-** The secondary pond passed the second water balance test. He has sent in samples so he can do the fall discharge. John should get those back this week. Talked about the possibility of the pond freezing over. A pump was replaced at the water plant. It was cheaper to replace it than to repair it. We will be flushing hydrants this month. Sheldon brought up reading meters. John said that Beckie would be able to and would charge the City an hourly rate. Darryl asked about the meter at the school. John hasn’t heard anything new. He did offer to help out if needed with Todd gone.

**City Clerk, Diane Nelson –** The checkbook is in balance. The General Fund has a CD due. It is a 182 day CD and am just making sure there are no changes that we want done with it. Pine County Board of Commissioners is having their Local Government Officials Meeting Oct. 30th. Kathi and I worked on a survey regarding water/sewer payments that will go out in this month’s billing. Liquor licenses are coming due. I will be sending out letters this week. Vickie and I did some checking on getting bids (we talked about the dollar amount required to get bids) and found that we follow MN Statue guidelines and that is $25,000. I brought up the possibility of getting security cameras here for employee safety and security of the building. Sheldon mentioned that we should have mace in the office as well. We should be able to get one with up to 4 cameras for under $300. Gerard had mentioned that there may be grants available for that. Brent and Vickie thought we should check into it further and can vote on it next month. I reminded the Council that I am due for my review next month.

**Water and Sewer Billing, Katie Bennett –** Congratulations to Kathi on 10 years with the City! Kathi sent out 144 bills; 114 mailed, 30 e-bills for a total of $17,957.51. We had 12 late notices, 5 door hangers. Kathi will be figuring out LuLu’s bill this week.

**Flood Update – Vickie –** Shane (the contractor) is hoping to be out this week and hoping they will finish on time. They need to put in the boat ramp and the pipe in between the ponds and the new valves. It is close to completion. Vickie and Brent got bad news in regards to the dam. Brent said that the installation will be delayed until August 2019. The main reason is because of design with the rock arch rapids and the county’s project on Hwy 61 at the dam (culverts). Both the designs need to beat the 100 year floods. Vickie contacted Tony Lourey.

**Old Business**

1. Water/Sewer on Old Sawmill Road – It is completed. Roberts Excavating has it completed.
2. Vandalism – Vickie stated that everything is under control with that. One will be finishing his community service and then it is done.

**New Business**  -

1. Public works – snowplowing. Vickie stated that it needs to be advertised. Diane clarified that the agenda stated snowplowing so that we don’t forget that but that we need to address Todd’s leaving. Sheldon suggested that we spend the winter contemplating whether it was more beneficial to the City to have Todd or to contract things out. Vickie agreed with that. Diane was asked to put an ad in the paper asking for estimates. Vickie makes a motion to put an ad in the paper asking for estimates. Darryl seconded. Motion carried with all in favor.
2. Willow River Days – The Commercial Club has decided to discontinue organizing Willow River Area Days and are turning it back over to the City. Vickie makes a motion to put something in the paper asking for someone to come forward and organize the event. Sheldon asked why they decided to not continue. Dave Prachar stated that many of the reasons that they took it over are no longer in effect. Also, declining membership and the insurances required are costly. They are willing to assist but not organize. Vickie stated that there should be a more current resolution from 1993 or 1994 that we should look at. Brent thanked the Commercial Club for their service organizing the event for 30 plus years.

Motion made by Chris to adjourn the meeting. Darryl seconded. Motion carried with all in favor. Meeting adjourned at 7:40 PM.

Respectfully Submitted,

Diane Nelson