**Willow River City Council Meeting**

October 7, 2019

Approved November 4, 2019

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, October 7, 2019 at Willow River City Hall.

The Council met at 6:00 pm for the review of Kathi Bennett and Diane Nelson. Kathi was given a $.25 increase and Diane received a $.50 increase.

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 and Vickie Whitehouse

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

**Others Present:**  Gerard Bennett, John Mikrot, Beckie Morse, Rosie Mielke, Dave Kliniski, Kevin and Allie McGreanor, Lois Johnson, Arnold Niemela, Dave Prachar, Jerry Webinger, and Art Underhill.

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

**Resolution accepting council vacancy-** Darryl has resigned from the City Council. Sheldon makes a motion to accept Darryl’s resignation. Vickie seconded. Resolution passed with all in favor.

**Resolution appointing new councilmember-** Brent asked if anyone was interested in being on the Council. Kevin McGreanor stated that he was interested. Vickie makes a motion to appoint Kevin McGreanor to fill the vacancy for the remainder of Darryl Poslusny’s term. Sheldon seconded. Resolution passed with all in favor. Kevin McGreanor was sworn in to the Council.

**Special guest, Jerry Webinger -**  Jerry addressed the Council regarding flooding. He lives on Gander Drive. He stated that prior to the sewer ponds going in the water had somewhere to go. Now it doesn’t and it just pools in his yard flooding it. Jerry thinks that if the water could go through a culvert under the road to that goes to the sewer pond that it would help with his yard flooding. He is asking that the City either unplug the culvert or put one in. Vickie said that we do not own the road that it is Kettle River Townships’ road. Jerry asked if he needs to go talk to Kettle River Township. Vickie asked that he let us do some checking first. John said that he would take a look to see if there is a culvert on the road. Vickie said that the City would be in contact with him. Jerry asked if he could pump some of the water into the sewer ponds. The City and John didn’t think that should be done.

**Willow River Fire Department, Gerard Bennett**- the Fire Department has had 21 fire calls, 93 EMS calls and 2 other for a total of 116 calls. Tanker #5 is still at the FCI and they are hoping that it will be done this month. The 4 X 4 is going in for lights. Truck #1 has a valve that is leaking a little and will be repaired. The department will be buying a lifting belt. They are still looking for patches. The department received the 50/50 matching grant from the DNR. That will go towards communications. It is for $5000. It is fire prevention week and they will be at the school promoting that as well as having some kids at the Fire Hall on Tuesday. They will be doing the “ride the fire truck to school” that was awarded soon. There are currently 16 on the roster and they are going to be doing some recruiting. Gerard has asked to do a newspaper ad for recruitment. Reviews will be starting soon. The gun raffle is coming up quickly. A donation was received from Western Fraternal Life Association for $100. Thank you for the donation.

**John Mikrot, water and sewer –** Ponds have been doing ok during the rain. They will be discharging soon. They will be transferring it over for winter so that they will be ready to go. John has starting jetting and will hopefully finish that up this month. Hydrants are being flushed. The manhole by the school will be done this month. John asked if the City wanted him to do some road repairs before winter. They said yes. John asked about Walters Road. Since we did the repairs last time it is Kettle River Townships turn to do the repairs. John had numbers to replace the media and that is $13,350. The Council talked about the painting of the water tower. Sheldon wanted to know if that was for all of the sandblasting as well. John will check on it. John is trying to fix the toilet in the bathroom at the City Park and is having trouble finding a washer that fits. John mentioned that there is some dirt work on the edges of the roads that needs work. He asked if they wanted him to take care of it. John said that he would put together a list for the next meeting.

## City Clerk, Diane Nelson – The ordinance sign for south of town has been ordered. The temporary liquor license for the WRFD is done and ready. The handheld meter for water/sewer was ordered and received. I set up the software for it. Beckie used it this month and I downloaded it into the system and it worked and there are a couple of small things to clear up. It should work well. I will be working with Kathi this month to show her how to upload and download each month. The laws have changed for polling places and we need to declare our polling place before December 31st. I asked the Council to consider a Resolution to set our polling place. Sheldon makes a motion to set our polling place as the Rutledge Community Center for 2020. Vickie seconded. Motion carried with all in favor.

**Water and Sewer Billing, Katie Bennett –** Kathi sent our 119 bills and emailed 29 for a total of $14,897.54. There is 1 house shut off currently. There were 13 shut off notices, 5 door hangers and no shut offs. Kathi had the list for certification to assess the properties that have not paid. Vickie makes a motion to approve the assessments. Kevin seconded. Motion carried with all in favor.

**Zoning, Sheldon –** Tom Jensen got a sign permit.

**Flood Update, Vickie –** The sewer ponds are done. The DNR has informed the City that the dam project has been pushed back to late summer/early fall. They will be having a public meeting for comments regarding environmental impact in the next couple of months. They sent the plans to the City. They asked for feedback from the City regarding ATV use and safety concerns at the City Park there.

**Old Business**

1. Part time worker – Chad Robbins is our new part time on call maintenance employee. He has started and has done a few things for us. He has put up a couple of signs and cleaned the hall.
2. Fire Department fundraiser – Gerard pointed out that it would be taxing for the firefighters to do this and the gun raffle. Gerard was appreciative of the possibility to raise funds but thought that maybe it should be postponed. The fundraiser was postponed.
3. Flags – The Legion donated a flag for the Fire/City Hall here. We will utilize the good flags that we have currently to use at the City Park and Hall and then use the new one at City Hall in the spring and to purchase new ones in the spring for the streets.
4. Christmas lights – Shane Parr was in attendance and he and his wife have volunteered to help replace bulbs. Diane needs to know what needs to be ordered and she will get it done. But she needs direction, she doesn’t know enough about the lights. Did we want to do the snowflakes all one color? Gerard suggested that we get bulbs replaced this year and then make a long term plan to maybe start switching the lights to LED.

**New Business**  -

1. Water hookup, Bradd Mlaskoch – Bradd wants to hook up to city water for his shop. There is no stub for it at this point. It either needs to be on Willow Street or under the creek. He would need to get the state’s permission if he went under the creek. Bradd had mentioned to Kathi that he was thinking of going from the hydrant by the church. The Council discussed who is responsible for what. Is there an assessment that needs to be paid? Ordinance #77 needs to be reviewed. The matter has been tabled until some research can be done. Vickie makes a motion to table it. Sheldon seconded. Motion carried with all in favor.
2. Bank signers – Motion made by to removed Darryl Poslusny and add Kevin McGreanor on the accounts.
3. Security system- There have been some issues recently which bring up the matter of the office staff’s safety. Diane got a bid from Cybert’s PC for a security camera system for the whole building and it came in around $3200. The Council felt that we could obtain a system that we install ourselves that would be adequate for our needs and at a better price. The window was also brought up with the option of having it slide open so that Diane and Kathi could keep the office door locked. Sheldon makes a motion to order a sliding window. Chris seconded. Motion carried with all in favor.
4. Liquor License – It is time to renew the Squirrel Cage and the Corral Bar. There potentially could be a grey area for the off sale portion of the liquor license for the Corral. The ownership is in question and that could affect the licensure (on the off sale only). Diane talked with Jackie Franco and she was unsure if they even needed the off sale and would let me know. I asked the Council to approve the licenses pending the attorney approval. Sheldon makes a motion to approve the licenses pending the attorney approval. Vickie seconded. Motion carried with all in favor.

Motion made by Chris to adjourn the meeting. Vickie seconded. Motion carried with all in favor. Meeting adjourned at 8:20 PM.

Respectfully Submitted, Diane Nelson