**Willow River City Council Meeting**

November 4, 2019

Approved December 2, 2019

**Public Hearing** - There was a public meeting regarding unpaid water/sewer bills that will be certified to the county for assessment. None of those notified came to the Public Hearing. A motion was made by Vickie to accept the Resolution 2019-7 certifying unpaid charges to the county. Seconded by Chris. Motion carried by all in favor. Vickie makes a motion to close the Public Hearing. Kevin seconded. Motion carried with all in favor.

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, November 4, 2019 at Willow River City Hall.

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

**Staff Present:** Chad Robbins, Diane Nelson and Kathi Bennett

**Others Present:**  Gerard Bennett, John Mikrot, Rosie Mielke, Dave Kliniski, Lois Johnson, Arnold Niemela, Harold Blatz, and Steven and Victoria Prachar.

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

**Willow River Fire Department, Gerard Bennett**- the Fire Department has had 21 fire calls, 101 EMS calls and 2 other for a total of 124 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. They are having cover made for the snowmobile and 4X4. 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. Fire prevention week went well. The girl who rode the truck to school loved it. The gun raffle is November 23rd. Gobble Wobble is Thanksgiving morning. There are currently 16 on the roster and they are going to be doing some recruiting. A few applications have come in. Gerard has asked to do a newspaper ad for recruitment. Reviews will be starting soon. The Relief Association has agreed to pay for part or all of the lift belt.

**John Mikrot, water and sewer –** It is a busy month. Hydrants have been flushed. The two that hold water have been are pumped out. He has started lowering the water tower height. The jetting is done. The storm sewer drain is done by the school. John filled the holes on Lake Street. He started doing some patching. Sheldon asked how much patch is left. He said plenty yet. He fixed a couple of curb boxes. One that was fixed was the one that had been hit at Melrose Place. He has put together some spots that need gravel. Those include the road to the sewer ponds as well as the road to the City shop and by Bob Paulson’s. We will take a look at those again in the spring. Walter’s Road was discussed as well. The bid for painting the water tower was discussed. Vickie asked if we changed the color if that would cost more. The quote is for 2 colors. John asked for permission to spend some money at Ferguson. Chris makes a motion to authorize John to spend up to $500 at Ferguson waterworks. Kevin seconded. Motion carried with all in favor. The Council and John discussed rent of the shop. John offered to pay $70/month and to replace the bulbs in the Christmas lights and have them ready to put up. Chris makes a motion to rent to John for $70/month with John maintaining liability insurance on his equipment. This would be a 6 month rent with auto renewal until either party cancels. Vickie seconded. Motion carried with all in favor. We will contact Mike regarding a rental agreement.

**City Maintenance, Chad Robbins** – Chad got the Ordinance sign up this last week. He has done some cleaning at City Hall. Diane mentioned that the windows could be covered for winter.

**City Clerk, Diane Nelson** – The window for the office has been ordered. It should be in in about 2-3 weeks. We didn’t make an actual motion at the last meeting to change the bank signers. Sheldon makes a motion to remove Darryl and add Kevin to the bank signers. Chris seconded. Motion carried with all in favor. The Community Club has asked for a donation for 2020. Diane advised that we could reimburse expenses for a community event. Vickie thought no. The Council decided no. The Board of Equalization meeting has been scheduled for April 23, 2020. Diane asked for December 9th and 10th off. Sheldon makes a motion to give Diane the days off. Kevin seconded. The Council agreed and if Kathi can work that would be fine, otherwise, we can just have the office closed.

**Water and Sewer Billing, Katie Bennett –** Kathi sent our 141 bills and emailed 28 for a total of $15463.70. There is 1 house shut off currently. There were 16 shut off notices, 6 door hangers and no shut offs. Kathi reaffirmed that she is switching days next week.

**Old Business**

1. Jerry Webinger, flooding – Vickie stated that there is nothing we can do. Vickie spoke with the DNR. She has been in contact with Jerry as well. Diane clarified that the road to the sewer ponds is not an easement, it is a city owned road. She found the quit claim deed for it.
2. Christmas lights – The Council discussed this while Gerard was at the meeting. Sheldon asked if anyone has done anything to replace the bulbs yet. He would like to set up a time to do that. Vickie asked Chad if he would be able to help out and he said he would be. Gerard suggested that we get the word out about hanging them so that we get some volunteers to help. John offered with part of his rental agreement that he would do the lights so that they would be ready by Thanksgiving as part of the City letting him store some stuff at the City shop. The Council discussed how many replacement bulbs we need to order. Diane needed help on how many we need to have on hand. Chad, Kevin and Diane will meet on Thursday to get an idea of how many we need to order.
3. Security system – Brent asked if anyone has done any looking. Vickie said that she wants to looks for a grant. Diane asked who is going to put it up?
4. Water hookup, Bradd Mlaskoch – Diane has spent a lot of time on the water ordinance and the amendments. There is an amendment that never made it into the ordinance itself. In that amendment, it does state that there is an assessment plus some verbiage for paying for labor, materials, etc. Diane recommended that we review the Ordinance in the near future. Sheldon said that we need to look at the bottom line. Do we want a new customer? The Council discussed costs. Chris makes a motion to waive the hookup fee of $750 and pay material costs and Bradd will hook up the curb stop. Then Bradd would be responsible to get it to his building. Kevin seconded. Motion carried with all in favor. Diane will call him and let him know.

**New Business**  -

1. Public Meeting – We will need to have a Public Hearing in 2020 that will be to update the public on how the grant funds were used.
2. Water tower painting – see above
3. MN Power agreement – Our franchise agreement has expired. A new agreement was dropped off for us to go over. The Council asked to send it to Mike. Vickie makes a motion to send it to Mike for review. Chris seconded. Motion carried with all in favor. Diane will send to Mike and we will review at next meeting.

Motion made by Chris to adjourn the meeting. Kevin seconded. Motion carried with all in favor. Meeting adjourned at 8:05 PM.

Respectfully Submitted, Diane Nelson