**Willow River City Council Meeting**

November 6, 2017

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, November 6, 2017 at the Willow River City Hall.

The Council met at 6:30 for the performance review of Diane Nelson. The Council approved a wage increase of .50/hr. A personnel policy was discussed with possible PTO when that is established.

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, Chris Ketchmark, Sheldon Johnson, Darryl Poslusny and Vickie Whitehouse

**Staff Present:** Diane Nelson, Kathi Bennett and Todd Anderson

**Others Present:** Gerard Bennett, John Mikrot, Rosie Mielke, Natasha Watercott, Art Underhill, Dave Prachar, and Drew Abrahamson.

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

**Special Guest, Drew Abrahamson –** 8170 Lake Street. Drew purchased the property in September. He knew that there were sewer issues when he purchased it. He had Midway Sewer come in and scope it. Roberts Excavating came out and put new piping into the main. Roc-on paved where the work was done. When they did all of this work, there were issues on how the previous work was done. The gas pipe was bent and needed to be fixed. At city water and sewer main was where the issues were that needed to be fixed. Drew has spent $5885 and is asking the city to pay ½ of that. Todd could see that there was repair at the main. Chris stated that it seemed fair to split it. Vickie made a motion to approve reimbursing Drew for ½ of the $5885. Darryl seconds. Motion carried with all in favor.

**Gerard Bennett, Willow River Fire Department** – Runs to date: 134. 109 medical and 25 fire runs. In house air is in progress. They are working on getting the bids in for the SCBA grant. They are well within the timeframes for that. Fire prevention week went well at the school. They received at $200 donation from Linda Volk and John Wandryk and Lloyd and Anna Antilla had dinner for the firefighters at their last meeting. Gun raffle is coming up on the 18th at the Squirrel Cage. They will be meeting at City Hall at 4 PM.

**John Mikrot, Water and Sewer-** John asked Vessco get their bid down from the original one and they got it down to $2098.00 by rebuilding some of the equipment that we have instead of going with all new. Vickie makes a motion to accept that bid and Chris second. Motion carried with all in favor. John also got prices to replace the media at the tower. $11,000 plus labor and the tower would be down 1 day to replace it. Sheldon asked how soon it needs to be done. John said that it is time. Vickie asked about grants. Diane said that the only thing that she has seen is for fluoride. The alarm system at the water plant needs fixing. It is about $1600. If we wanted to upgrade that would be $2400 for just the water plant. Chris makes a motion to fix the alarm system with the $1600 option. Darryl second. Motion carried with all in favor.

**Public Works, Todd Anderson -** Todd changed the oil and filter on the loader and got it greased so it should be ready for winter. Bonks spread a load of class five on the south end of Willow Street and Fjosnes’ graded it. Bonks also brought a load of class five to the shop and Todd used some of it to do the shouldering where the new payment was done. He has some left still. The posts at the pavilion are fixed. Todd got the leak on the 1 ton fixed. He got the park bathroom shut down for the winter. Todd replaced the burnt out lights on the Christmas lights. He had to order new clear lights. The TeamLab contacted Todd about salt and said that it was on sale. Todd checked into it and didn’t think we would save much, if any, so he didn’t purchase any. The MN Rural Water rep talked to Todd and mentioned that it may be a good idea if he started to take classes to get his class D license. That way he would be knowledgeable to assist John or Beckie or since he is already asked questions, he could answer knowledgeably. Vickie asked when the Christmas lights are going up. Decided to do it Saturday, November 18 at 8:30 am.

**Diane Nelson, Clerk –** The checkbook is in balance. Joel and Matt are no longer with Eide Bailly (our auditors). This may be a good time to change if we wanted to. We do need a forensic auditor for one more year though. I received a donation request letter from the Community Club and thought we could revisit that next month with the budget meeting. I will double check with the auditors what the criteria would be. We had the pre-bid meeting (sewer ponds/ MSA0)and had 15 construction companies at that meeting. We have a funding meeting next Wednesday. I am working on a WIF Worksheet for funding. We received notice from the MN Dept. of Health that there is a property that is going to start a group home on 29001 County Rd 41. Caleb Anderson called to follow-up on the refuse pilot project. Ordinances were sent down to the county to have on file for enforcement.

**Kathi Bennett, Water and Sewer** – There were 119 bills mailed out. 24 bills were emailed. 8 friendly reminders and 5 shut-off notices with 0 door hangers and no shut-offs. We have 4 properties to go to the county for assessments $7191.84. Kathi asked if she could work Wednesday instead of Friday the week of Thanksgiving. She was told it was ok. Vickie made a motion to send the 4 properties down to be assessed. Sheldon second. Motion carried with all in favor.

**Zoning, Sheldon Johnson –** The only new thing is the cell tower at the north end of Willow Street. It will be on Bohaty’s property. We currently do not have any ordinances that refer to anything of this nature. Art Underhill asked about letting the property owners know that would be affected. The issue with zoning maps came up again. Diane will look again. There was never any registered with the County. Sheldon said that the specified land has always been agricultural.

**Old Business**  - none

**New Business:**

1. Assessments – see above
2. Blight – There is a resident at the north end of Willow Street that has a double wide trailer that needs to be cleaned up. Some residents have complained about it. Sheldon had talked to the property owner earlier in the year and was told that it would be taken care of this year. Diane will send him a letter.
3. Board of Equalization – Vickie has completed hers. The remaining Council members need to complete theirs yet.
4. Ordinances 16-20. Ordinance 16 – Clearing of snow from sidewalks. Darryl makes a motion to repeal Ordinance 16. Chris second. Motion carried with all in favor. Ordinance 17 – Willow River Telephone Company. Chris makes a motion to repeal Ordinance 17. Darryl second. Motion carried with all in favor. Ordinance 18 – Licensing and Regulating Drays. Darryl makes a motion to repeal Ordinance 18. Chris second. Motion carried with all in favor. Ordinance 19 – licensing of Peddler and Auctioneers. Motion made by Sheldon to amend section II to: The fee for such a license shall be $25 per day from peddlers and $25 per day from auctioneers and persons selling or offering goods for sale at public auction, and upon the payment of such fee to the Village Recorder, he shall issue a license to the person applying for same for the period for which payment shall me made. Chris second. Motion carried with all in favor. Ordinance 21 – Licensing of Transient Merchants. Motion made by Sheldon to amend section II to read: Any person desiring to engage in the business of a transient merchant within said village shall file application for such license with the Village Recorder, which application shall state the name of such applicant, his residence, the kind of business proposed to be conducted and the length of time for which license is desired, and he shall pay to the Village Recorder a license fee of $25 per day for each of the first ten days and $15 per day for each additional day he shall desire to engage in business, whereupon, the Village Recorder shall issue to such a person a license for the period for the which payment has been made; providing that if application be made for a period of more than one month the license fee shall be $100 per month for the first month and $50 per month for each additional month. Chris second. Motion carried with all in favor.

Motion made by Darryl to adjourn the meeting. Sheldon second. Meeting adjourned at 7:53 PM.

Respectfully Submitted,

Diane Nelson