**Willow River City Council Meeting**

July 1, 2019

Approved August 5, 2019

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, July 1st, 2019 at 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, Darryl Poslusny, Chris Ketchmark and Vickie Whitehouse

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

**Others Present:**  Gerard Bennett, John Mikrot, Rosie Mielke, Dave Prachar, Dave Kliniski, Jenn Mlaskoch, Lois Johnson

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

**Special guest, Jenn Mlaskoch; 5K Run/Walk –** Jenn would like to have a run/walk on the bike trail and use the City Park on July 27th at 9 AM. Vickie stated that she needs to get permission from the DNR to use the bike trail. She will be doing an online registration and the fee would cover a t-shirt and any other costs. No funds would be raised. Sheldon makes a motion to approve the use of the park for a run/walk on July 27th. Vickie seconded. Motion carried with all in favor.

**Willow River Fire Department, Gerard Bennett**- the Fire Department has had 17 fire calls, 55 EMS calls and 2 other for a total of 74 calls. Tanker #5 is still at the FCI and they are hoping that it will be done this month. We are applying for a 50/50 grant for radios. The DNR would pay $5000 and we would put in $5000. Pine County is still looking at a package deal for radios so Gerard is waiting on them to see if it will save some money. Parade season will be starting up soon. They will be at the 4th of July parades in Finlayson and Moose Lake. They have been filling pools. The burn piles: they will be starting to burn those when it stops raining long enough. The Fire Department inquired about using the shop (not the heated side) for storage. The department is not doing anything for Willow River Days since there will not be one. National Night Out is August 6th. This month we will be having the mutual aid meeting here. The Relief Association is going to be ordering patches for the department. Brent asked if they wanted to do some sort of fundraiser in place of what was Willow River Days. Diane brought up that last month it was recommended that Ben and Mariah be approved as permanent members of the Fire Department and no motion was made. It was suggested that we did that tonight. Sheldon made a motion that Ben and Mariah be approved as permanent on the Fire Department. Vickie seconded. Motion carried with all in favor.

**Water and Sewer, John Mikrot –** The pond passed the water balance test. Tape for the telescoping valve had to be ordered and when that comes in Kevin from MSA will be out and we will be done. The main lift station had been failing so John called for repair and it hasn’t failed since. The storm drain by the school looks like there was a concrete ring around it that has deteriorated. He would suggest that new concrete be formed up around it instead of going with a new ring. Chris asked John if he would do it. He said that he could. Chris makes a motion to have John fix the manhole by the school. Sheldon seconded. Motion carried with all in favor. He said that he would get it done before school starts. John said that his contract is expired. He asked for a raise of $50/month. He does a 3-year contract. It has been several years since he has had a raise. All of the other fees would remain the same. Vickie makes a motion to approve the new contract with John. Chris seconded. Motion carried with all in favor. John said that he got Beckie some pepper spray and that she had to use it this month. It was a different dog this month, so that makes 3 dogs now. Sheldon asked if the dogs were fenced or tied up? No, they were not. The Council discussed options on how to alleviate this problem. Diane will send a letter to the homeowner. John asked the Council to consider renting out the heated side of the shop for him to store the jetter and a few other things.

**City Clerk, Diane Nelson –** A check came today for our taxes. Jack’s Fire Extinguishers was here and maintenanced all of our extinguishers. They took 5 back to the shop to test and/or recharge. Gerard was able to stop by and speak with them about some of the Fire Department ones, so that was good. There was another CD that renewed. There was a resident that lives on Old Sawmill Road that requested a new street light on their road. Sheldon asked how it works. Vickie thought that MN Power recommends where one is placed. Diane asked if it was ok to call and ask how it works and if one is feasible at that location. Sheldon and Chris told Diane to look into it. I updated the Council with information given to me by Sue Sloper on Music and Memories. I also asked the Council if I could use the City park/pavilion for the City wide garage sales on September 7 & 8th to have a sale there. They said yes.

**Water and Sewer Billing, Katie Bennett –** Kathi sent out 146 bills. 118 were mailed bills and 28 e-bills. The total billing was $14,577.77. $355.87 were late fees. Kathi also sent out 22 friendly reminders, 5 shut off notices, and may possibly have 3 shut offs.

**Flood Update, Vickie –** The sewer ponds are almost done. We are just waiting for that tape. We have a DEED audit on the 11th. Andrew for DEED and Lucas from MSA will be here for that. Vickie has been in contact with the DNR regarding the dam. They have started the soil boring. They are finalizing the engineering and we are working on an easement. So, they should be ready to go in the fall. The DNR would like to meet with the City regarding the park at the dam.

**Old Business**

1. Willow River Days update – Due to timing and insurance the Moose Lake Area Hockey Assoc. has decided not to be the fiscal agent for this year’s Willow River Area Days. Brent would like to discuss next year with them. Sheldon asked Dave about the remaining amount in the fund that the Commercial Club has for future Willow River Days. There is around $4600. The Commercial Club meets the 2nd Monday of the month at the Squirrel Cage at 7pm. Anyone is welcome to join them. There was some discussion regarding fiscal agents and fundraising. Vickie makes a motion to pass a resolution stating that there will not be a Willow River Area Days for 2019. Darryl seconded. Resolution passed with all in favor.
2. Part time worker – Last month no decision was made to hire or not. Vickie makes a motion to put an ad in the paper to hire a part time on-call worker. Sheldon wanted us to check into the legalities. Yes, they would be a part time employee. Are they covered? They would be an employee just like Kathi and Diane are. What would their capabilities need to be? Motion was made by Chris to have a special meeting. Darryl seconded. Motion carried with all in favor. It was decided to have the special meeting to work on the job qualifications, and to discuss the sand shed and City shop on Wednesday, July 24th at 6:30 pm. Diane will put something on the Clerk’s Forum with the League.
3. Split rail fence, who? –
4. Street sweeping – Brent asked John for the phone number for the person to contact regarding this.

**New Business**  -

1. Flag at City park and City Hall needs replacing – Sheldon talked with Bob Ketchmark and he was going to check to see if the American Legion has a couple. They don’t do it anymore but they may have a couple left.

Motion made by Chris to adjourn the meeting. Darryl seconded. Motion carried with all in favor. Meeting adjourned at 7:55 PM.

Respectfully Submitted, Diane Nelson