**Willow River City Council Meeting**

August 5, 2019

Approved September 3, 2019

Pursuant to due call and notice thereof, the Willow River City Council held its regular meeting on Monday, August 5th, 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, Mary Straka, Clairssa Payne, Jon Herdegen, Kevin McGreanor, Bethany Helwig, Steven and Victoria Prachar, Nathan Romanowski and Bill Olson

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

**Jon Herdegen, MSA –** Jon presented the final pay application (#7) of $10,487.49 for payment to TNT Aggregate. He said that we have reached a milestone where there are just a couple of operational things to be completed by MSA and the project will be complete. The project totaled $1,048,748.80. Vickie asked about the retainage fee (warranty bond) and MSA holds it and they will do a final walk through before it expires. Jon thought that they would do the walk through in September and it would expire in November. There is an extended warranty on the liner that is 10 years. Sheldon makes a motion to pay the final pay application #7 along with paying Vickie’s ER management hours for the month of July. Seconded by Darryl. Motion carried with all in favor. Jon commended those involved because this project didn’t impact user rates.

**Mary Straka, DNR –** Mary addressed the Council regarding the DNR considering opening up Chipmunk Campground to ATVs. They are looking at a number of campgrounds across the state that are currently underutilized. If they opened it up to ATVs that would mean that they would be able to ride from their campsite out to the trails without having to trailer their ATV. Mary said that she was notifying the City first and that they are looking at holding an information gathering meeting in the next few weeks. They would also need to go and address the County Board. People would have an opportunity to voice their opinions and to write in to them with their opinions. Sheldon asked if they were interested in the Council’s opinion. She said that they were more than willing to accept a written statement from them. She would meet with the Council again and inform them of their findings. Sheldon asked when this would happen. Mary said probably for next summer’s camping season. Mary said that there would be a press release when a meeting is scheduled.

**Bill Olson, Pine Lake Township –** Bill addressed the Council regarding the sand shed. They were looking at putting something up like what we have. Bill had contacted the City prior to this meeting and was informed that we were looking to take it down. Bill asked the Council some questions regarding the structure i.e. footings, cost, age, taking it down, waiver. Diane will pull some of the invoices and get those to Bill. Chris suggested he take a look at things and get back to us with an offer.

**Willow River Fire Department, Gerard Bennett**- the Fire Department has had 18 fire calls, 71 EMS calls and 2 other for a total of 91 calls. Tanker #5 is still at the FCI and they are hoping that it will be done this month. The Department purchased an ATV from the DNR. The Relief Association will pay $500 (1/2 of the cost). They are looking at purchasing a lift assist belt. They have had more calls lately for that. They applied for the 50/50 DNR grant. The Department will be available if they are needed for the Ragnar Relay on the 17th. They will be at National Night Out and at Rutabaga Days. They were also at Moose Lake and Finlayson over the 4th of July. They are planning on burning the burn piles at their work night on August 14th. Vickie notified Gerard that we are putting up a split rail fence. Sheldon reassured Gerard that it wouldn’t be in the way for the fire trucks.

**Water and Sewer, John Mikrot –** McGuire Iron was here to do their tower inspection. They will be sending a report. The ladder on the inside of the tank needed to be fixed. The pond needs weeds to be taken care of. New service went in over at 8156 Kandiyohi where a new house is going up. John was out at the shop and noticed some lawn mower tires on the shelf. One was new so he took it down to Quality Home Center to see if they would buy it back and they wouldn’t give us much for it so he brought it back. We will see if who bought the lawn mower is interested in them. Darryl brought up the shop rental and we will look further at the charges and readdress it.

**City Clerk, Diane Nelson –** We received a notice from the MN Department of Health regarding an increase in the connection fee starting in 2020. It will result in $.28/month increase to our residents. I called MN Power regarding the request for another street light on Old Sawmill Road. The lady that I spoke with said that a new transformer would need to be put in at a cost of $600 billed to the City. Chris suggested that if he is willing to pay that, then we should consider it. Diane will send the resident a letter letting him know. Bruce Bohaty stopped in and requested that we replace the yield sign by Peggy Sue’s. Also, the Willow River sign out on 43 is really faded. Vickie stated that that sign is taken care of by the County since it was on a County Road. Diane mentioned that Bruce brought up an ordinance sign that is on those City signs and the one on the south of town is missing one. Chris makes a motion that we replace the yield sign and get a new ordinance sign. Vickie seconded. Motion carried with all in favor. Eaton’s Lawn care damaged the trim on one the buildings at the park. She was willing to pay for it, but asked the City how they want it handled. If we have any paint available, it would be at the shop. The Council said that they would appreciate that the trim be replaced/repaired and that she takes care of it. I also asked the Council if we subscribe to Beacon. It is a one-time fee of $100. That would open up a lot more functions with the website to help us with assessments, etc. Chris makes a motion to subscribe to Beacon. Darryl seconded. Motion carried with all in favor. Kat Fjosne stopped in and asked about speed limit signs on Willow Street. There have been ATVs speeding on the street. Rick talked to the County shop and they were going to drop some off for them and Rick said that he would put them up. I knew we were getting low on those, so Sheldon said that I should order 2 of the 20 mph and 2 of the 30 mph signs. I checked to see if a Council member can be an employee and the answer was “no”. Lastly, I asked the Council to consider a meeting in September for budgeting purposes. Vickie suggested that we schedule something at the next meeting.

**Water and Sewer Billing, Katie Bennett –** Kathi sent out 149 bills. 30 were e-bills. The total billing was $13,910.54. Kathi also sent out 17 shut off notices, did 4 door hangers and had 0 shut offs. Vickie asked how long they go before she sends out a shut off notice. She sends one out if it is over $20 and that state law requires a 21-day notice.

**Flood Update, Vickie –** The dam – they are 50% done with their draft. They are going to realign the river with the culverts. They have submitted for the permits and once they have that, they can start. Maybe start in October.

**Old Business**

1. Part time worker – We had a special meeting in July to discuss this. We have had no applications. We will extend the advertisement for two more weeks. Motion to extend the application 2 weeks was made by Chris and seconded by Darryl. Motion carried with all in favor.
2. Flags- Sheldon has not heard back on the flags for City Hall and the park. Sheldon suggested that we check on our flags so that we are prepared for next year. Also we should look at replacing the Christmas lights in October before it is too cold. Sheldon suggested that we order replacement bulbs now.

**New Business**  -

1. National Night Out – Tomorrow night.

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

Respectfully Submitted, Diane Nelson