**Council Members Present:** Mayor Brent Switzer, Vickie Whitehouse, Sheldon Johnson, Chris Ketchmark, and Art Underhill

**Others Present:**  City Clerk Tiffany Parr, Water and Sewer Operator John Mikrot, Fire Chief Gerard Bennett, Planning Commission David Prachar, Willow River PTO member Lisa, and various members of public.

**Call to Order:** Pursuant to due call and notice thereof, the meeting was called to order with the pledge of allegiance at 7:00 pm by Mayor Switzer.

**Consent Agenda:** The consent agenda which includes the minutes of the August regular city council meeting, the disbursements and financial reports, and accounts payable was submitted for approval. The Mayor asked for a motion to approve the consent agenda.

V. Whitehouse made a motion to approve the consent agenda, seconded by C. Ketchmark. Motion carried with all members voting in favor.

**Petitions, Requests, and/or Complaints:** Lisa from Willow River PTO made a request for approval of the Color Run to happen on October 8th starting and ending at the school beginning at 10am with 5 color stations with the same color powder as used in the past.

V. Whitehouse made a motion to approve the Color Run, seconded by S. Johnson. Motion carried with all members voting in favor.

**Sheriff Jeff Nelson:** Here to address council and answer any questions. Sheriff’s department is working with school district to get SRO (School Resource Officer) hours during the school day. Working on final draft. Dave asked about emergency management plans for schools.

**Gerard Bennett, Fire Chief:**  Runs to date: 20 fire, 82 ems, 1 other, 103 total. Three truck replacements all in the works. None are online yet – different stages of completion. Hydrant locks are 2/3 done. Access hatch scuttle hole trim in the works. Recommended to blow more insulation in ceiling on city hall side. In lieu of replacing the current lettering on the outside of the building and getting a city marquee sign installed, would like to put up a scrolling LED sign on the building. Sign will be paid for by the fire relief association and the commercial club. Just ask the city maintain the power and programming of the sign.

V. Whitehouse made a motion to approve the proposed LED sign, seconded by C. Ketchmark. Motion carried with all members voting in favor.

FEMA PPE grant and radio grant still in the works. Public relations: Two trucks in Rutabaga Days parade is Askov, attended National Night Out with Life Link III landing a helicopter. Recruitment: two people made contact with the city and one with Gerard. Fire department would like the parking lot for the park to be plowed this year as an option to land a helicopter if needed. Also have the school as a landing zone but sometimes that is not feasible when school is in session. The lot is the DNR’s; Vickie will contact them. The Pine County Sheriff’s office has extra med bags and oxygen bags. WRFD needs some, so that will save money getting them used from them. And also a used AED. Will be working on bollards with John especially one by the school. Octoberfest – WRFD can only commit to day of, will be relying heavily on the auxiliary. 2022 ,gun raffle tickets are being ordered. Gerard mentioned he can help with contacting people for changing the door codes. Vickie was going to check with Keith.

**Dave Prachar, Planning Commission Update:** No meeting this month.

**John Mikrot, Water and Sewer Operator:** Will be patching road soon. Art recommended John check on lowering the manhole cover by Poslusny’s. John asked about filling in corners. Art was going to check with the camp and see if they could help. John will hold off on that for now.

S. Johnson made a motion to get a load of fill for the roads delivered, seconded by A. Underhill. Motion carried with all members voting in favor.

There are two or three Christmas lights that need to be welded. John will get a hold of Roger to weld them. There are some old, larger items in the shop that we could get rid of. Vickie suggested we take an inventory of what we have out there. Sheldon said it was ok to get rid of the dehumidifier that doesn’t work. John will take care of that.

**Kathleen Bennett, Utility Billing Clerk:** Vickie read Kathi’s report as Kathi was absent. For the billing for July sent out 155 bills, 34 email, 121 mail. No shut off due to delinquencies. Late fees total $286.40. Two houses sold that month. For August sent out 154 bills, 34 email, 120 mail. No shut offs due to delinquencies, one shut off at request of owner. Late fees total $351.98. Two houses sold that month.

**Tiffany Parr, City Clerk:** Federal mileage rate increased from 58.5 cents per mile to 62.5 cents per mile. City will match that amount. Terry asked about spraying weeds. Vickie said not necessary, and he can slow down on the mowing. Terry also asked about if we could just renew his contract if he doesn’t change his rates or if it needs to go out for bids. Vickie will check with League of Minnesota Cities. Tiffany will be out on September 15 for Clerks Academy.

**Sheldon Johnson, Zoning:** Two decks and one garage this month.

**V. Whitehouse, Dam Update:**  Fishery did a sampling of fish in the lake and were very impressed with what they found. That lake has not been stocked. They found Walleyes, Blue Gills, Crappies, Perch, Pumpkin Seeds, Suckers. DNR is still planning on putting a sign up there that says “Enjoy the rocks at your own risk.” Vickie spoke with DNR about mowing that park next year. They compromised on mowing once per month. They did agree that we could keep around the pavilion and the flag pole mowed. DNR was impressed with the work that Landwehr did.

Brent mentioned that the Community Club would like the city to donate some Christmas lights to light the big tree and the pavilion. Art suggested they check with American Legion, the Lions, and the Commercial Club. Also, Brent addressed the blight issue on Main Street by the school. Homeowner is working on getting things cleaned up.

**Old Business**

**Repairing Walters Road:**  Need to make sure we get a one to two year guarantee on the culvert replacement and need to get speed limit signs up according to Kettle River Township’s agreement.

**Repairing Roads in Town:** Previously we had discussed repairing Church St., Pine St., and Doe St. Art is suggesting waiting on Pine St. this year, and budgeting to repair the entire length instead of just a portion of it next year. Maybe budget to repair a block each year.

S. Johnson made a motion to just repair Church St. and Doe St. this year, seconded by V. Whitehouse. Motion carried with all members voting in favor.

Sheldon mentioned possibly digging a trench along Doe St. and filling with pea rock as a solution to the drainage problem. Art will look into getting that done.

**Door Codes:** No new discussion.

**New Business**

**Snow Plow Bids:** Reviewed bids received. Received bids from Lee Pearson and Mike Buetow.

A. Underhill made a motion to accept the bid from Buetow, seconded by C. Ketchmark. Motion carried with all members voting in favor.

**Election Judges:** Tiffany cannot serve as an election judge for the general election because her husband is on the ballot. Emily Danelski has taken the training and is willing to serve.

A. Underhill made a motion to accept Emily Danelski as our election judge along with Kathi Bennett, seconded by V. Whitehouse. Motion carried with all members voting in favor.

**Budget Meeting:** Need to schedule a meeting to set the preliminary levy. Meeting will be set for Thursday, September 22 at 3pm.

**Adjournment**

C. Ketchmark made a motion to adjourn, seconded by S. Johnson. Motion carried with all members voting in favor. The meeting was adjourned at 8:23 pm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tiffany Parr, City Clerk

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brent Switzer, Mayor