

Minutes CITY OF BEAVER BAY COUNCIL MEETING September 6, 2016

Call to Order: 7:00pm

Attending: Mayor Linda Malzac, Council Persons: Nancy Krull, Barb Sterett, Ruth Maki and City Administrator/Clerk/Treasurer Tim Anderson. **Absent,** Council Person Viken

Public Present: Tom Harris, Debra Anderson Todd Krynski and Carol Krynski.

Approval, changes, additions, deletions to agenda. Mayor Malzac added item 10 under new business. Motion to accept agenda as revised made by Maki, seconded by Malzac. Vote; Aye 4, nay 0.

Motion Passed

Approval of Minutes: August 8, 2016 Motion to approve minutes from **August 8, 2016**, as written by Sterett, seconded by Krull. Vote; Aye 4, Nay 0.

Motion Passed

City Clerk, Council and Committee Reports.

City of Beaver Bay Clerks Report September 6, 2016

1. Christine Circle: Surveyor has been given the approval but not completed a drawing to determine where the boundaries would be if the right of way was moved. After the drawings are complete a agreement has to be reached with the neighbors to the north, the city and Mr. Napper.
2. Public Works: A. Water Plant a pre-construction meeting was held August 30, 2016 and they are ready to start the new intake in 2 weeks. B. We attempted to repair the Hydrant at the Mobile station but we were not able to fix it without completely digging it up. Since there are 3 hydrants in the area and the location is on private land as well as the location next to gas pumps it was decided to look at options for removing the hydrant. C. New mower is in operation. D. Public works crew are now having to lower the man hole covers and make some repairs on Christine Circle because the construction will not be until next year and it would be a hazard for snow plowing.
3. Fire Dept.; we continue to work to finalize the dissolving the Fireman's relief fund. The state auditor found a Fire relief payment for \$7920.52 that went into the fireman's regular account before the money was transferred to the general fund, so we will need to pass a resolution to transfer the money into the Fireman's relief account. We are calculating last date of active service so we know the amount due to the past Volunteer Fire fighters. Then we can identify what the total liability is before the finalized transfer can take place. Anyone over 50 will be paid out as soon as the liability is calculated. The rest of the money will be held in a separate account until the last person reaches age 50 and receives their benefit. Then the balance reverts to the city general fund. Fire truck will be listed on Dobid soon.
4. I have continued attending Lake Co Mountain bike trail meetings and it appears they are looking at a trail head at either the Cove Point location or near the Superior National Forest Trail by the ponds. They do not believe the apt location would be suited for a trailhead.
5. Green Door: The Rhythm & Roots Festival appeared to go well. We are looking for possible construction companies to give us quotes on the construction. We are still in the process of changing POS.
6. Wayside Rest; Machine has been in for over a month, we are averaging \$30. in sales per week.
7. Park & Rec: Play Ground/ Safety 1st a will do the work in September

8. City Beautification: John Beargrease sign was put up by Jim Korpi and Carolyn Hudyma. I have sent a 2nd copy of map and pic for their review and approval to MNDOT but have gotten no word back.
9. Letters were sent on 8 delinquent water bills and 4 of the household have responded.
10. Apartments: Lake Superior College has showed some interest in using Apt. for disaster training, they have called but I have not been able to contact them and have gotten no response from messages. Silver Bay police and Lake County Sheriff's office have used the hotel for search trainings. I continue to research campground idea.
11. Preliminary budget for 2017 completed. Any changes that need to be added or subtracted?
12. We received the pedestrian signs for cross walks and public works assembled and placed them. They will have to be removed before snowplow season.
13. Insurance: It was brought to my attention that we may have had roof damage, I filed a claim with our Ins and the Adjuster agreed we did have significant Damage and approved a roof replacement. We are currently working with the Adjuster to get the roof replaced. We have a \$500.00 deductible on the roof replacement. We had a claim from a rock thrown up from the lawn mower hitting a car, a claim was submitted and the adjuster is resolving the issue. We also submitted a claim for wash out on White Rock Road because of some run off issues; however the adjuster reported we did not have any liability.
14. White rock road was repaired; the cost was over the original estimate approved last meeting due to the need for more materials. A full bill has not yet been submitted.
15. Payment of claims schedule problems due to 1 meeting per month. Suggest a resolution for payment of regular claims as per agenda.
16. Holidays listed in handbook and holidays passed in council meeting January 2016 are inconsistent. Discuss the possibility of pro-rated holidays for part time employees.
17. New contract for rugs & cleaning supplies in place, now the old company wants to rebid.
18. 1 quote received from our ad to clean the Green Door and city offices.

Liquor Commission: A pool tournament scheduled for October. Revenue continues to be above last year month to month.

Old Business:

1. Playground update. Safety 1st will begin bringing playground up to code in September.
2. Comprehensive Plan Update 1st meeting set for September 19, 2016 @ 6:00pm. Clerk handed out letters of invitation to audience and council persons.
3. Update Apartment's area possibly used as City operated campground or subdivide property and sell.
4. Filing done for 2 (two) 4-year Council terms, 1 (one) 2-year Council term and 1 (one) 2 year Mayor Term. We had 1 person file for each term.

Janitorial services Green Door and Community Center review of submitted proposals. After review Council person Sterett to accept the proposal from Debbie's Sunshine Service, it was seconded by Krull. Vote; Aye 4, Nay 0.

Motion Passed.

New Business:

1. The City of Beaver Bay Minnesota Resolution 2016-1010 Policy to allow payment before council authorization. After discussion a motion was made to pass Beaver Bay resolution 2016-1010 by Krull, seconded by Sterett. Vote; Aye Sterett, Krull, Malzac and Maki. Nay 0.
Motion Passed

2. CITY OF BEAVER BAY RESOLUTION NO. 2016-1011, BE IT RESOLVED by the council of the City of Beaver Bay to transfer \$7920.52 from the City General Fund to the Fireman's Relief account. After discussion a motion was made to pass Beaver Bay resolution 2016-1011 by Sterett, seconded by Krull. Vote; Aye Sterett, Krull, Malzac and Maki. Nay 0.
Motion Passed
3. 2017 Budget review. Handed out proposed 2017 budget for review and comment.
4. RESOLUTION RES-2016-1012 CITY OF BEAVER BAY RESOLUTION TO SET PRELIMINARY TAX LEVY FOR 2017. After discussion a motion was made to pass Beaver Bay resolution 2016-1011 by Krull, seconded by Maki. Vote; Aye Sterett, Krull, Malzac and Maki. Nay 0.
Motion Passed
5. Set meeting date for discussion and public input on the budget and property tax levy is December 6, 2016 @ 7:00pm.
6. Green Door petty cash policy review. After review and discussion of the new Green Door petty cash policy a motion was made by Sterett and seconded by Krull to accept it as written. Vote; Aye 4, Nay 0.
Motion Passed
7. Reconciliation of employees holidays for 2016. Accept Federal holidays as standard. There was discrepancy in the hand book and the council minutes from January 2016 about what were the holidays for 2016. After discussion a motion was made by Krull to follow the Federal Holiday schedule, plus the one floating holiday for full time people each year, seconded by Sterett. Vote; Aye 4, Nay 0.
Motion Passed
8. Holidays pro-rated for permanent part time employees. After a discussion Sterett made a motion to award holiday pay to part time employees at the same pro-rated rate as personal time off, seconded by Krull. . Vote; Aye 4, Nay 0.
Motion Passed
9. Probation period review for City Administrator/Clerk/Treasurer. Upon review of the job performance a motion was made to move Tim Anderson, City Administrator from probationary to regular employee status by Sterett, seconded by Krull. Vote; Aye 4, Nay 0. *Motion Passed*
10. Benches for playground. A discussion about benches and picnic table for the play ground area after improvements were done was held to make sure we have a coordinated plan. Information about granite benches was distributed.

Public Comment: Carol Krynski reported there were many favorable comments about the Rhythm and Roots Festival. Some concerns were that we could have used more seating on Saturday night at the Green Door, we should have advertised more and it would have been nice to have a bar out in the tent. Carol also voiced concern at the negativity and lack of support that was directed to the event. Carol also thanked committee and the people that worked hard to plan and coordinate the event.

Claims List: After review of the claims list Council Person Krull moved to approve the list, it was seconded by Maki. Vote; Aye 4, Nay 0. *Motion Passed*

Adjourn: A motion was made to adjourn by Council Person Sterett and seconded by Krull. Vote; Aye 4, Nay 0. *Motion Passed*

Date Approved: _____ **By:** _____
City Administrator/Clerk/Treasurer