

## **Common Council Meeting minutes, May 1, 2023 at 6:30 p.m.**

Mayor John Rawson called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Council attending: D. Stephenson, J. Anderson, J. Tranberg, A. Stevens, J. Rawson. Others in attendance: Attorney-Mark Radcliffe, TCT-Andrew Dannehy, Baker Tilley-Sheanne Hediger, SEH-Crystal Raleigh and Charles Pearman, Streets Manager-Andy Graff, Water & Sewer Manger-Joshua Greenwold, Scott Janzen, Chad Steine, Clerk/Treasurer-Debi Fremstad, Deputy Clerk/Treasurer-Peggy Hertzfeldt.

Public Comment: none.

**Motion by D. Stephenson to approve 4/18/2023 Re-Organizational council minutes, 2<sup>nd</sup> by J. Tranberg. Discussion: none. Vote: Ayes-4, Nays-0. Motion carried.**

SEH-Broadway/Pearl project discussion: C. Raleigh stated that bids for this project were opened on April 19<sup>th</sup>. We had 3 bidders that ranged from 3.4 million to 3.8 million. Low bidder was A-1 Excavating. SEH is recommending going with A-1 Excavating contract for construction of project. A-1 did ask about an alternate schedule; they would like to do majority of the project of 2024. As long as there are no immediate needs on project; it may work out better for city. We may not have to get interim financing for the project and it would compress the construction of the project shorten the time frame. C. Pearman spoke regarding the Construction Services contract with SEH, city will have their services for life of the construction. They will be on site everyday making sure things are going according to specs as presented to A-1. They will process shop drawings, make sure using the correct materials, process any applications and change orders that may come along as well. It covers the admin as well as the actual observation. This is an hourly contract. Attorney Radcliffe asked if this would violate anything that was in the bid instructions? Crystal stated that if the city would alternate the schedule, we would do a change order. It is still to be completed by next year August 30, 2024 which is stated in the contract that was bid. J. Anderson questioned that it states must commence by July 1, 2023, don't want to lose any funding for the city. They would commence the project this year as contract states. Attorney Radcliffe is concerned doing such a substantial change. Should the project be rebid? D. Stephenson would not feel comfortable voting in favor of extension without knowing it's okay 100%, J. Anderson agreed. Attorney Radcliffe could research but would take him a couple days, if it is worth the risk, maybe want to table tonight until special meeting this month. J. Anderson stated if we said it had to be done this year would they still do it? Yes, they would do it as bid. D. Stephenson so what would they do this year? C. Raleigh, stated they would start project this year, they would possibly put in a sign. A-1 feels they could get in and out and be a little cleaner and easier if they did the majority of project next year.

**Motion by D. Stephenson to proceed as bid with A-1 Excavating, 2<sup>nd</sup> by J. Tranberg. Discussion: J. Tranberg will this interfere with the truck pull? If complete this year not enough time to have in front of fire station, would need to relocate. Roll call vote: D. Stephenson-yes, J. Anderson-yes, J. Tranberg-yes, A. Stevens -yes. Motion carried. Motion by J. Anderson to approve the SEH Broadway-Pearl Project construction service contract., 2<sup>nd</sup> by D. Stephenson. Discussion: none. Roll call vote: D. Stephenson-yes, J. Anderson-yes, J. Tranberg-yes, A. Stevens -yes. Motion carried.**

City of Blair commitment to Lake Henry dredging project: Attorney Radcliffe went back and looked at past couple years; there is no approval to actually spend money on this project. So before spending money on this will need to have a vote to approve. It would be a public works project. The statute says council may vote by  $\frac{3}{4}$  of all the members elect to provide by ordinance that any class of public construction or any part thereof may be done directly by the city without submitting the same for bids. We would pass a simple ordinance just accepting the dredging of Lake Henry then we will be complying with the law. J. Anderson do we still need bids for the dredging portion? If you pass the ordinance that says the dredging of Lake Henry shall not go out for public bids you can get around it. D. Stephenson believes the Blair Sportsman's Club is getting a bid for mechanical dredging. Attorney Radcliffe stated the Sportsman's Club is in an advisory role, unless they are spending their own money on it which I'm sure they don't have they are not in control of it. C. Raleigh stated that what is permitted now is hydraulic dredging, what the Sportsman Club wants to do is get mechanical dredging bids. There has been talk about revising the permit to mechanical dredging. SEH hasn't been authorized to do this, but think it will be hard to get permitted. It is difficult with the haul roads and there is a lot of low land, wet areas through there. There are a lot of requirements for revising the permit. The roads would have to be built up, both sides of the tracks have their own challenges. The DNR was not in favor of city doing mechanical dredging at that time. D. Stephenson stated from conversation with the Sportsman's club, the DNR said they would be willing to assist in getting a mechanical permit. The next step is to get some costs for mechanical and hydraulic. We need to ensure that the contractors giving the bids are apples to apples when getting bids. We don't want to go back and forth between mechanical and hydraulic if we are not sure what it is going to cost; need to get costs before changing permit. Permit only allows hydraulic dredging at this time. There are a lot of questions that need to be answered before a proposal can be completed. The last plans are from 2018. **Motion by D. Stephenson to authorize SEH to put together a proposal for mechanical dredging of Lake Henry, 2<sup>nd</sup> by J. Tranberg. Discussion: none. Roll call vote: D. Stephenson-yes, J. Anderson-yes, J. Tranberg-yes, A. Stevens-yes. Motion carried.**

**D. Stephenson would like to make motion to move up #12 & #13 on agenda, 2<sup>nd</sup> by A. Stevens. Discussion: none. Vote: Ayes-4, Nays-0. Motion carried.**

Temporary Street Closure and Temporary Class "B" License for July 3 Celebration: Scott Janzen would like alcohol permit for the Fireworks over Blair. D. Stephenson so this would include the street closure from Hwy 95 to Center Street? S. Janzen stated closing Gilbert from Hwy 95 to Park Road makes the event safer and more user friendly. No issues with safety, traffic was only from one way, people working at the gates really liked this as well. **Motion by D. Stephenson to approve the temporary street closure from Hwy 95 to Center Street, the Temporary Class "B" license, and set aside the open intoxicant ordinance for the Fireworks Over Blair on July 3, 2023, 2<sup>nd</sup> by J. Anderson. Discussion: none. Vote: Ayes-4, Nays-0. Motion carried.**

Baker Tilly City 2022 Audit review: Sheanne Hediger-Senior Manager. Sheanne had a big thanks to Debi and Peggy for being extremely well prepared, everything ready for us. They are very responsive to our requests, did a great job this year. Debi is good about seeking our assistance during the year so questions can be taking care of timely. Sheanne reviewed the audit with Council.

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S. Hediger has contacted Debi, TID's 4 & 5 are special will need audits this year. **Auditors recommending a water rate study soon to work on a plan to raise water revenues in order for the fund to support itself and required maintenance. Sewer fund also had an operating loss, would recommend watching this fund as well.**

Amendment to Amey Knopps, Broadway Bar & Grill liquor license for premise to include 25'x 20' patio at rear of building: Amey forgot to include the patio in back of bar to initial license. J. Tranberg doesn't think the measurements would be 25"x 20". D. Stephenson just don't look like it's that size so want to make sure before approving. We have the same comments on the Wildcat, need correct dimensions. **Motion by J. Anderson to table amendment for Amey Knopps, Broadway Bar & Grill so measurements can be updated before making the approval, 2<sup>nd</sup> by A. Stevens. Ayes-4, Nays-0. Motion carried.**

Present annual liquor licenses for review and publication: Need a 15-day notice to publish the list and hearing will be in June. **Motion by J. Anderson to publish annual liquor license as presented, 2<sup>nd</sup> by J. Tranberg. Discussion: none. Ayes-4, Nays-0. Motion carried.**

Park & Rec committee hiring for pool: J. Anderson recommending the hiring of WSI Swim Instructor/Lifeguard-Ella Halvorson and Kris Smith as the Pool Director at \$15.00. **Motion by D. Stephenson to hire Kris Smith at \$15/hour and Ella Halvorson as Pool Director and Swim Instructor/Lifeguard respectively 2<sup>nd</sup> by J. Tranberg. Discussion: none. Roll call vote: D. Stephenson-yes, J. Anderson-yes, J. Tranberg-yes, A. Stevens-yes. Motion carried.**

The City of Blair received an email asking why we didn't have city wide rummage sales anymore. This was something Lee Henschel always did. J. Tranberg stated that the City would build a map and have residents pay to have their name put on the map. **Motion made by J. Tranberg for the city to sponsor a city-wide rummage sale on Cheese Fest weekend. 2<sup>nd</sup> by A. Stevens. Discussion: none Ayes-4, Nays-0 Motion carried.**

Server License Applications: **Motion by J. Anderson to approve server license application for Scott Janzen, 2<sup>nd</sup> by J. Tranberg. Discussion-none. Ayes-4, Nays-0 Motion carried.**

**Motion by D. Stephenson to pay the bills, 2<sup>nd</sup> by J. Anderson. Discussion-none. Roll call vote: A. Stevens-yes, J. Tranberg-yes, J. Anderson-yes, D. Stephenson-yes. Motion carried.**

Special meeting, May 10, 2023 @ 6:30 p.m. – Broadway/Pearl project, dredging, Amey Knopps. Request that all Council members come to May 10<sup>th</sup> meeting with dates available to hold committee meetings as members have changed.

Next Common Council Meeting, June 5, 2023

**Motion by J. Tranberg to adjourn at 8:02 pm, 2<sup>nd</sup> by A. Stevens. Discussion-none. Vote: Ayes-4, Nays-0. Motion carried.**

Peggy Hertzfeldt, Deputy Clerk/Treasurer