

## COMMON COUNCIL MEETING MINUTES 09/25/2023

The Common Council of the City of Park Falls met in regular session at 5:00 PM on Monday, September 25, 2023. Mayor Tara Tervort called the meeting to order at 5:00 PM and the following members were present:

Mayor: Tara Tervort

Aldermen: Terry Wilson  
Dixie Weidman  
Michael Mader  
Dennis Wartgow  
James Corbett  
Anthony Thier  
Dina Bukachek  
Dan Greenwood

City Attorney: Bryce Schoenborn-Excused

City Administrator: Brentt Michalek

Also present: Michelle Smith, Bill Hoffman, Deb Hyde, Marv Nevelier, Larry Reas, Scott Schultz, Karen Langner, Margaret McCullough, Dom Koller, Luke Larson, Bob Zoubek and Wendy Ford.

There was a motion by Alderman Weidman and seconded by Alderman Mader to approve the agenda as presented. Motion carried.

There was a motion by Alderman Mader and seconded by Alderman Weidman to approve the minutes for the Common Council meeting on August 28, 2023, Special Common Council meeting on September 14, 2023, and Committee of the Whole Meeting on September 18, 2023. Motion carried.

### COMMUNICATIONS

Clerk and Treasurer Smith informed the council that the City had received a grant in the amount of \$93,300 which was initiated a couple of years ago for the fire truck. This money will be placed back into the capital improvements fund. Alderman Bukachek asked when Hines Park campground officially closes and mentioned that a number of unregistered campers have been dumping their household garbage into the dumpster at the park and also filling water jugs at the sites. Alderman Weidman asked about the length of a camper that can be left on the streets for an extended period.

### PUBLIC COMMENT

Karen Langner asked a question about the public fire protection increase on the upcoming bill. Margaret McCullough stated she was here for a tree in her yard which will be discussed later in the agenda. Mayor Tervort responded that she will allow her to talk when we get to that item.

### NEW BUSINESS

Mayor Tervort would like to have the common council meeting moved from October 23 to October 16. Motion by Alderman Weidman and seconded by Alderman Mader to approve this change. Motion carried. The Lis Pendens on Application to Lay Out, Alter, or Discontinue a Highway was presented to the council for the alleyway that runs through the current city hall location. Motion to approve this document and set the public hearing for

November 13, 2023 at 4:45 PM by Alderman Greenwood and seconded by Alderman Mader. Motion carried, 8-0.

## **COMMITTEE REPORTS**

**Finance** –Alderman Bukachek made a motion and seconded by Alderman Weidman to approve paying the bills in the amount of \$52,334.51. Motion carried, 8-0. A driveway permit was presented for 449 7<sup>th</sup> Avenue South. Motion by Alderman Wilson and seconded by Alderman Bukachek to approve this request. Motion carried. Resolution 23-019: Authorizing the Issuance and Establishing Parameters for the Sale of not to Exceed \$1,250,000 General Obligation Promissory Notes was presented to the council. Motion by Alderman Bukachek and seconded by Alderman Weidman to approve this resolution. Motion carried, 8-0. Motion by Alderman Mader and seconded by Alderman Wilson to approve the payment request #4 from Francis Melvin in the amount of \$394,870.28. Motion carried, 8-0. Motion by Alderman Greenwood and seconded by Alderman Thier to approve the payment request #4 from A1 Excavating in the amount of \$137,222.55. Motion carried, 8-0. A snowplow estimate was presented from I State Truck Center in the amount of \$243,723.00. This item will be talked about during the 2024 budget talks. Administrator Michalek shared the results from the budget survey that he handed out a couple of months ago. More information will be discussed with the budget in the next couple of months.

**Personnel** – There was discussion on making the Police Department Administrative Assistant position to full-time. Administrator Michalek presented a slide show comparing the two options. Motion by Alderman Greenwood and seconded by Alderman Weidman to approve making this position a full-time position. Motion carried, 5-3 with Aldermen Corbett, Mader and Bukachek saying no.

**Board of Public Works** – The notice to abate nuisance for trees was presented for 220 Maple Street and 630 5<sup>th</sup> Avenue South. Margaret McCullough of 630 5<sup>th</sup> Avenue South asked if she would be responsible for the cost of the tree removal and DPW Director Hoffman responded that yes, she would. Motion by Alderman Wilson and seconded by Alderman Mader to continue with the process for the abatement. Motion carried. Administrator Michalek went over the MSA updates that are taking place throughout the City.

**Public Services** – A Class A Beer and Intoxicating Liquor License was presented for APG NWI, LLC for the location of 1130 4<sup>th</sup> Avenue South. Motion by Alderman Mader and seconded by Alderman Wartgow to approve this license. Motion carried.

## **CITY OFFICIALS' REPORTS**

Mayor Tervort– Nothing to report.

City Administrator Michalek-Right now, the move for City Hall is forecasted to be in May, 2024. The YMCA will be not starting their project until July of 2024. Complete Control will be in monthly to monitor the boiler situation and will keep the City informed if there are any issues that arise, which would cause the move to take place earlier.

Attorney report – Nothing to report.

Clerk & Treasurer Smith – Preparing for the upcoming tax season.

Library Director Hyde – Handed out the October calendar to everyone.

DPW Director Hoffman – Xcel Energy is trimming trees throughout the City and will be working on the area near one of our walking trails, making this walking trail closed for a little bit.

Parks & Recreation Director Schultz-The tree proclamation will be taking place sometime later this week. On October 11, he will be presenting to the County Board for the playground grant. The next meeting is scheduled for October 12 at 5 PM.

Chief of Police–The police department is auctioning off old police equipment. Four out of six officers passed the agility test.

Fire Chief Reas – There will be an open house on October 14, 2023 for the start of fire prevention week.

The meeting was adjourned at 6:46 PM by Mayor Tervort.

Michelle M. Smith  
Clerk and Treasurer