

CITY OF HERMANTOWN

City Council Meeting

Tuesday, February 20, 2024

6:30 PM Central

MEETING CONDUCTED IN PERSON & VIA ZOOM

Mayor Wayne Boucher: Present

Councilor John Geissler: Present

Councilor Andy Hjelle: Present

Councilor Ellie Jones: Present

Councilor Brian LeBlanc: Present

CITY STAFF:

John Mulder, City Administrator; Alissa Wentzlaff, City Clerk; Joe Wicklund, Assistant City Administrator; Jim Crace, Director of Public Safety; Trish Crego, Utility & Infrastructure Director; David Bolf, City Engineer; Gunnar Johnson, City Attorney

VISITORS: 3

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **ANNOUNCEMENTS**

5. **PUBLIC HEARING**

6. **COMMUNICATIONS**

A. **Correspondence 24-06 through 24-21 placed on file**

I. **24-21**

From: John Mulder, City Administrator

To: Mayor & City Council

Re: Funding Agreement - Ice Arena

7. **PRESENTATIONS**

A. **Hermantown Police Department Swearing In Ceremony**

4:30 p.m. Training Center

(Pre-Agenda Only)

- B. **2023 Preliminary 4th Quarter Financials**
Kevin Orme, Director of Finance & Administration
(Pre-Agenda Only)
- C. **Comprehensive Plan Update**
John Mulder, City Administrator
(Pre-Agenda Only)
- D. **Hermantown Police Department Annual Report**
Jim Crace, Director of Public Safety
(Pre-Agenda Only)

8. **PUBLIC DISCUSSION**

A representative from the Convention of States appeared before council to speak about the organization.

9. **MOTIONS**

- A. Appointment of the following for a three-year term:

Planning & Zoning Commission
- Matthew Fournier

(motion, roll call)

Motion to appoint Matthew Fournier to Planning & Zoning Commission for a three-year term. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

- B. Motion to approve or deny the following Tobacco License Application effective February 21, 2024 through December 31, 2024, contingent upon complete application being received, successful background checks, and license fees being paid in full:

CAPL Retail LLC dba Joe's Kwik Marts 4221 Haines Road

(motion, roll call)

Motion to approve the following Tobacco License Application effective February 21, 2024 through December 31, 2024 contingent upon complete application being received, successful background checks, and license fees being paid in full. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

- C. Motion to approve or deny the following THC License Application effective February 21, 2024 through December 31, 2024, contingent upon complete application being received, successful background checks, and license fees being paid in full:

CAPL Retail LLC dba Joe's Kwik Marts 4221 Haines Road

(motion, roll call)

Motion to approve the following THC License Application effective February 21, 2024 through December 31, 2024 contingent upon complete application being received, successful background checks, and license fees being paid in full. This motion, made by Councilor John Geissler and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

- D. Motion to approve or deny the following 3.2 Off Sale Liquor License Application effective February 21, 2024 through June 30, 2024, contingent upon complete application being received, successful background checks, and license fees being paid in full:

CAPL Retail LLC dba Joe's Kwik Marts 4221 Haines Road

(motion, roll call)

Motion to approve the following 3.2 Off Sale Liquor License Application effective February 21, 2024 through June 30, 2024 contingent upon complete application being received, successful background checks, and license fees being paid in full. This motion, made by Councilor Ellie Jones and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

10. **CONSENT AGENDA**

- A. **Minutes** - Approval or correction of February 05, 2024 City Council Continuation Minutes
- B. **Accounts Payable** - Approve general city warrants from February 01, 2024 through February 15, 2024 in the amount of \$3,861,986.50

Motion to the approve the Consent Agenda. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

11. **ORDINANCES**

12. **RESOLUTIONS**

A. **2024-23 Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For The Improvements To Fichtner Park**

(motion, roll call)

Motion to approve 2024-23 Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For The Improvements To Fichtner Park. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

B. **2024-24 Resolution Approving Compensation Plan**

(motion, roll call)

Motion to approve 2024-24 Resolution Approving Compensation Plan. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

C. 2024-25 Resolution Approving Reclassification Of Certain Positions And Placing Them On The Newly Adopted 2024 Compensation Plan

(motion, roll call)

Motion to approve 2024-25 Resolution Approving Reclassification Of Certain Positions And Placing Them On The Newly Adopted 2024 Compensation Plan. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

13. CLOSED SESSION

14. RECESS

Motion to recess at 7:02 p.m. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

ATTEST:

Mayor

City Clerk