

The regular meeting of the Greenbush City Council was held on April 20, 2020, at 5:30 pm. This meeting was conducted via electronic methods due to the Governor's Emergency Declaration concerning the COVID Pandemic.

Members present: Council Members Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

Others Present: Ryan Bergeron, Randy Jenson, Anita Locken

The meeting was called to order at 5:30 pm.

Fire Hall Bids

The city received three bids for the fire hall addition.

Bidder	Bid for Proposal 1	Bid for Proposal 2
Gary Langaas	\$119,677.00	\$119,977.00
Waage Post Frame		\$151,245.00
Scott Johnson Companies	\$144,897.00	\$144,897.00

One of these bidders is not a licensed contractor. Statute requirements for a project of this size are that all contractors have to sign the Responsible Contractor Form. Guidance from the League of MN Cities and our city architect was that anyone signing the responsible contractor form has to be a licensed contractor. Research by Clerk-Treasurer Locken was not showing that the contractor has to be licensed. Attorney Michelle Moren was contacted to help research this matter. She found that the contractor does not have to be licensed, but they do have to be a registered contractor with the MN Department of Labor and Industry (DOLI). She has stated that an unlicensed contractor will have to register with MN DOLI before a contract for the project can be entered into with them.

M/S/P Dennis Filer/Eric Etherington to accept the Fire Hall Addition Proposal #2 bid from Gary Langaas in the amount of \$119,977.00.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

COVID Pandemic

Mayor Sather and Clerk-Treasurer Locken are part of a Roseau County COVID Stakeholders group. This group meets every Monday to get the latest information concerning our county and the pandemic. At this time, due to the Governor's Stay at Home order, the city cannot open the campground or pool. Other city buildings are not to be open to the public either. The closure is in place until May 4th. MN Department of Natural Resources (DNR) has put out some guidance for parks and other recreational facilities. Their guidance is that all facilities will need to be disinfected daily. All facilities also need to have posted signage concerning the pandemic and cleaning. The recommendation is that you can have playground equipment open along with the signage, but the restroom facilities should be closed.

M/S/P Dennis Filer/Christine Foss to leave the Legion Park campground and restrooms closed until June 1st.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

Governor Walz has requested that local sewists make cloth masks to be distributed to the local nursing homes and other congregate living facilities. He has asked that individuals drop them off at their local Fire Hall on April 25th. A sign will be put on the fire hall entrance door, stating that the masks can be left in the foyer. The fire chief will then work on distributing within the community. Notice with this request will be put on the city's Facebook page.

At this time, the annual renewal of liquor licenses is in process. Some other cities are prorating the license fees for the bars since they cannot be open due to the Stay at Home order. The American Legion is the one that will mainly be affected. They are completely closed at this time. 1 Better Liquor Store and Remedies are both open for off-sale. The Greenbush Race Track and the Oakview Golf Course are not open at this time.

M/S/P Eric Etherington/Shawn Walsh to credit affected businesses with liquor licenses once they are open for business again. The business asking for the liquor license credit will have to provide documentation of how long they were closed, and the council will decide on a credit amount after receiving the request and documentation.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

The pool is not part of the latest Governor's executive orders that are allowing some businesses to open. Council isn't ready to say the pool will not be open for the summer. A plan for opening will need to be made. The logistics of opening with social distancing in place need to be discussed. Another concern is the daily disinfecting of the pool and pool house. If we do open it could be a late opening. Would that affect how many guards will apply for work? If we open late, it would more than likely mean that we won't offer lessons. We are running into issues getting the trainings that the guards need. Council was provided last year's guard wages and a proposed wage increase for them. Council decided not to make any changes to the wages at this time. They are not opposed to the raise, but just want more information before making a final decision. Usually, guards are hired in early May. This year the timeframe is pushed back with the uncertainties with an opening. Guards could be given an offer of employment pending the pool being able to open.

There are concerns about how this year will affect the golf course financially. They are concerned about their finances. They are going to monitor everything to see how the operation goes. The golf course property is owned by the city and lease to the Golf Association.

Spring Clean-Up week is usually the 1st week of May. Many other towns are postponing the cleanups. The recommendation is that we postpone our cleanup week and not set a future date at this time.

Stamp Policy- the council was provided a written policy allowing the use of signature stamps for checks under certain circumstances. The pandemic is a circumstance that allows for the use of these stamps. Mayor Sather, Council Member Filer, and Clerk-Treasurer Locken each have a stamp since they are on the city checking account. The stamps will be stored in a locked place and will only be used after a permission form has been completed. Payroll has been changed to direct deposit. The Mayor approves payroll before the file is approved with the bank. The stamp will only be used for expenses that have had council approval.

M/S/P Shawn Walsh/Eric Etherington to accept the signature policy as presented.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

There is still a shortage of cleaning supplies, including hand sanitizers. Far North Spirits will be contacted to see if we can get sanitizer through them. Masks are to be worn by employees if they must enter someone's house.

Multi-Purpose Trail

The city was awarded a grant of \$265,586 in Federal Transportation Alternative Program funds to build the Multi-Purpose trail. These funds will be available in 2024. At this time, there is nothing that the city has to complete. In the future, easements and a public hearing will need to be completed.

Wiktel Easements

The city attorney Michelle Moren has stated that the city has to have documentation of where the fiber optic line would be installed on city property before the Wiktel easements are signed. The map of where the lines are going is to be attached to the easement.

M/S/P Eric Etherington/Shawn Walsh to approve the signing of the Wiktel easements with the signature on the easements being done after a review of where the lines are going has been completed.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

FY2019 Audit

M/S/P Eric Etherington/Dennis Filer to approve the FY2019 Audit as completed and presented by Hoffman, Phillip, and Knutson PLLC.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

Safety Manual

Councilmember Etherington has reviewed the safety manual and does not have any concerns with it.

M/S/P Eric Etherington/Dennis Filer to accept the safety manual as presented.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

Alley behind the CC

Tabled

City-County/Shop

Tabled

Pool House

Tabled

Citizen Complaints/Concerns

M/S/P Christine Foss/Dennis Filer to credit the utility account at 107 State Hwy 32 S in the amount of \$609.15 for extra usage due to a water leak in the house.

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

Committee Reports

Public Works- Councilmember Walsh reported that a plan for backup at the shop had been completed. Mayor Sather stated that the shop has been quiet.

Personnel Committee- the personnel committee needs to set up a meeting to complete the personnel policy review.

City Office- there could be a delay to tax collection if the county allows for residents to pay late. The legislature is looking at allowing an extra payment from the county to the city should collections be delayed.

Consent Agenda

M/S/P Dennis Filer/Eric Etherington to approve the consent agenda items with revised bills and minutes (Minutes/Bills-Revised/Receipts).

Roll call vote- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington, Shawn Walsh

Upcoming Meetings (these meetings will all be held by video until further notice.):

- Regular Council Meetings: at 5:30 pm, May 18th, June 15th and July 20th

The meeting was adjourned at 6:29 pm.

Brenda Sather
Mayor

Anita Locken
Clerk-Treasurer