

## COMMON COUNCIL MEETING MINUTES 9/8/2025

The Common Council of the City of Park Falls met in regular session at 5:00 PM on Monday, September 8, 2025. Mayor Tara Tervort called the meeting to order at 5:00 PM and the following members were present:

<b>Mayor:</b>	Tara Tervort
<b>Alderman:</b>	Dan Greenwood Dennis Wartgow Terry Wilson James Corbett Anthony Thier Dixie Weidman Michael Mader Dina Bukachek
<b>City Attorney:</b>	Bryce Schoenborn
<b>City and Zoning Administrator:</b>	Scott Kluver

**Staff present:** Shannon Greenwood, Bill Hoffman, Larry Reas, Marvin Nevelier, Becky Michels, Judy Kraetke

**Also present:** Gary Wollerman, Nicholas Trimner, Patrick Daoust

**ADOPT THE AGENDA** - Motion by Weidman/ Mader to adopt the agenda as presented. Motion carried.

**APPROVAL OF MINUTES** - Motion by Mader/Wilson to approve the Minutes for the Common Council Meeting on August 25, 2025. Motion carried.

**COMMUNICATIONS** – Mayor Tervort discussed the paint issue with DOT on Hwy 13, and the issue has been remedied.

### NEW BUSINESS

- A. Update on BART Operations and Utilization – Presentation by Patrick Daoust and Nicholas Trimner noted that the yearly ridership is steadily increasing. All veterans ride free, and that is utilized here more than other service areas. Students under 17 ride free in the summertime. There are larger buses in service this year, 14 passengers with 4 wheelchair spots, which is the largest without requiring CDL. There are 5 buses housed in Park Falls and 3 are in use every day. The Park Falls radius is considered 5 miles from City Hall.
- B. Ordinance 25-018 Floodplain Zoning – Definitions – Modified to keep consistent with language changes throughout the zoning codes. Motion by Weidman/Mader to approve. Motion carried.
- C. Façade Loan Program and WEDC Grant Application – Designed to encourage the outward appearance of the defined downtown area but not be as cumbersome as other regional programs. We received \$207,000 from sale of tower lease, which is where the funds would come from. Motion by Weiman/Mader to approve the Façade Program Guidelines, approve the transfer of \$100,000 from the GF to a designated account, approve the WEDC SBDC grant application, and to proceed with City funds if not awarded grant funds. Motion carried, 8-0.
- D. Part-Time Officer Pay Rate – Position has been advertised for 5 months w/o any applicants. Recommendation to increase the wages and decrease the hours to compensate. Would not need to open

the collective bargaining agreement to approve, but it does indicate that it may not exceed Patrolman 1 starting compensation. Motion by Bukachek/Weidman to approve, not to exceed 1000 hours/year.  
Motion carried, 8-0.

- E. Disposal of Surplus Property – Items would be auctioned through Integrity Sales out of Merrill on October 8<sup>th</sup> and we set the minimum bids. Motion by Mader/Bukachek to approve auction items.  
Motion carried.

## **COMMITTEE REPORTS**

### **Finance**

Payment of Bills - Motion by Weidman/Bukachek to approve paying the bills in the amount of \$29,850.50.  
Motion carried, 8-0.

**Personnel** – Will need to schedule the Administrator annual review.

## **CITY OFFICIALS' REPORTS**

Mayor Tervort: The League Conference is next week, and registrations need to be made soon if you are interested. The MMC-PF grand opening is scheduled for tomorrow, beginning at 9:30 am.

Administrator Kluver: Focus is shifting to operating budget now that the health insurance has been settled. The draft should be prepared for review at the September 22<sup>nd</sup> meeting.

Treasurer Michels: We received 6 responses to the RFPs from auditors and have reviewed them at the Finance Committee meeting.

DPW Director Hoffman – Noticed manhole covers in the wheel track that were not adjusted properly, DOT is aware, and the issue will be addressed. Sean Kennedy's last day was Friday and have been reviewing the job description that will be posted internally soon. Worked on snowmobile map today, signed the ATV map that was approved.

Clerk Greenwood – Tour of the YMCA today with the Department of Administration for closeout on NIF grant.

Police Chief Nevelier – Fire/EMS assisted with the Back-to-School rally on Friday that was very well attended. Participation was over 400 people with good interaction with community.

Fire Chief Reas – Price County has had a lot of tragedy this year, keep them all in your thoughts.

Library – Received 5 applicants for the Director position and interviews have been scheduled for September 23<sup>rd</sup>.

The meeting was adjourned at 6:11

**Prepared by: Shannon Greenwood, City Clerk**