

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, January 13, 2020 at 6:00 p.m. at City Hall.

Members Present: Mayor Novak, Council Members Prushek, Wolfe, Traylor and Cash

Members Absent: None

Staff Present: Lisa Sova, Administrator Clerk-Treasurer; Deb Marty, Deputy Clerk; Andrew Rooney, Police Chief; Steve Karels, Public Works Director; Jay DeCent, Fire Chief; Fire Captain, Shayne Jacobs; Abby Smith, Head Librarian; Phil Martin, City Engineer; Joe Langel, City Attorney

1. Call Regular Meeting to Order

Mayor Novak Called the Meeting of the Crosby City Council to order at 6:00 p.m.

2. Pledge of Allegiance

Mayor Novak led with the Pledge of Allegiance.

3. Approval of the Agenda

MOTION BY MEMBER PRUSHEK AND SECONDED BY MEMBER WOLFE TO APPROVE THE AGENDA AS PRESENTED.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

4. Consent Agenda

- A. Approval of Minutes from December 23, 2019 Regular Meeting
- B. Approval of December 30, 2019 Claims in the amount of \$26,362.23
- C. Approval of January 13, 2020 Claims in the amount of \$106,340.86
- D. Adopt Resolution 2020-03-0113 Accepting Donations
- E. Consider approving the gambling permit submitted by the MN Deer Hunters Association Cuyuna Range Whitetails for a raffle at the Hallett Community Center on April 4th, 2020 – Administrator Lisa Sova
- F. Consider approving the Ritter & Ritter invoice 172924 for \$9,072.50
- G. Consider approving the Special Event request submitted by Spalding House to utilize Cross Ave for the Annual 3rd of July Street Dance pending submission of the Certificate of Liability Insurance – Administrator Lisa Sova

MOTION BY MEMBER CASH AND SECONDED BY MEMBER PRUSHEK TO APPROVE THE AGENDA AS PRESENTED.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

5. Public Comments

No one appeared for public comment.

6. Unfinished Business

A. Update on the ladder truck purchase – Fire Chief Jay DeCent & Fire Captain Shayne Jacobs

Shayne Jacobs stated the Crosby Fire Relief voted against paying the \$55,000 contribution to the City for the ladder truck within the 12 month window as requested by the Council. By reducing their donations and scholarships they will pay it within 18 months but will strive to pay it sooner. Council consensus was to move forward with the purchase of the ladder truck with the Crosby Fire Relief paying back their portion of \$55,000 within an 18 month window from December 23, 2019.

7. New Business

A. Consider adopting resolution 2020-01-0113 Appointments and Organizational assignments – Mayor Novak

Mayor Novak announced the appointments and committee assignments.

Appointments & Organizational Assignments

Acting Mayor	Ron Prushek
Administrator	Lisa Sova
Deputy Registrar	Kay Nephew
Police Chief	Andrew Rooney
City Attorney	Ratwik, Roszak & Maloney, P.A.
	Abrams & Schmidt LLC
City Engineer	Bolton & Menk, Inc.
Fire Chief	Jay DeCent
Assistant Fire Chief	Brian Nelson
Librarian	Abby Smith
Health Officer	Crow Wing County
Emergency Services Coordinator	Andrew Rooney
Building Inspector	Scott Sadusky
Planning & Zoning Administrator	Nate Keller, Sourcewell
Official Newspaper	Crosby-Ironton Courier-First

Depositories of City Funds	Brainerd Daily Dispatch-Alternate Unity Bank – Crosby Northland Securities
Council Meeting Dates	6:00 PM – 2nd & 4th Monday of each month – Council Chambers

Committee Assignments

Park & Recreation	Member Prushek & Member Cash
Finance	Mayor Novak & Member Traylor
Cemetery	Member Prushek & Member Cash
Public Works	Member Traylor & Member Cash
Library	Mayor Novak & Member Wolfe
Community Center	Member Wolfe & Member Cash
Police Advisory	Mayor Novak & Member Traylor
Planning & Zoning	Member Wolfe & Member Prushek
Personnel	Mayor Novak & Member Wolfe
Serpent Lake Sanitary Sewer District	Member Wolfe & Buzz Neprud
Fire Relief Association	Mayor Novak & Member Prushek
Economic Development	Member Prushek & Member Traylor
Refuse Committee	Member Traylor & Member Cash
Cuyuna Lakes Chamber of Commerce	Member Wolfe

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER PRUSHEK ADOPTING RESOLUTION 2020-01-0113 APPOINTMENTS AND ORGANIZATIONAL ASSIGNMENTS.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

B. Consider approving a \$12,500 contribution to the Cuyuna Lakes Chamber of Commerce – Cuyuna Lakes Chamber of Commerce Director, Brielle Bredsten

Brielle Bredsten of the Cuyuna Lakes Chamber introduced herself as the new Executive Director of the Cuyuna Lakes Chamber and along with Matt Larson, President of the Cuyuna Lakes Chamber, gave an overview of events and presented a request for a contribution in the amount of \$12,500 to help fund the 2020 Cuyuna Lakes Chamber advertising budget as follows:

Fishing Tournament/Scorpion Homecoming	\$2,250
Music in the Park	\$2,250
Power Boat Races	\$2,250
Cuyuna Lakes Crusher Mountain Bike Race	\$2,250
Highway 210 Marketing Campaign	\$2,250
Visitor’s Guide Ad – Full Page Ad	\$1,250

Member Wolfe requested a breakdown of how the City of Crosby's donated funds are used for these events so that it can be shared with the community. Ms. Bredsten listed several print ads that are purchased along with radio ads, email blasts, radio emcees, raffle expenses etc. Ms. Bredsten and Mr. Larson thanked the City of Crosby for their generous donation to make these events possible.

MOTION BY MEMBER TRAYLOR AND SECONDED BY MAYOR NOVAK TO CONTRIBUTE \$12,500 TO THE CUYUNA LAKES CHAMBER TO BE PAID FROM THE ADVERTISING BUDGET.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

C. Consider the request to reserve the Cook Shack and waive the rental fee for Music in the Park 2020 dates – Cuyuna Lakes Chamber of Commerce Director, Brielle Bredsten

Brielle Bredsten requested the Council waive the fee for the use of the Crosby Memorial Park Cook Shack for the following dates:

Music in the Park – Thursday, June 11
Music in the Park – Thursday, June 25
Music in the Park – Thursday, July 9
Music in the Park – Thursday, July 23
Music in the Park – Thursday, August 13
Music in the Park – Thursday, August 27

MOTION BY MEMBER CASH AND SECONDED BY MEMBER TRAYLOR TO APPROVE THE USE OF THE CROSBY MEMORIAL PARK COOK SHACK FOR THE CUYUNA LAKES CHAMBER EVENTS AND WAIVE THE FEE.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

D. Consider approving the Special Event request submitted by The Cuyuna Lakes Chamber of Commerce for the ice fishing tournament and Scorpion homecoming on February 1, 2020, provide services and control boat landing access - Cuyuna Lakes Chamber of Commerce Director, Brielle Bredsten

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER CASH APPROVING THE SPECIAL EVENT REQUEST SUBMITTED BY THE CUYUNA LAKES CHAMBER OF COMMERCE FOR THE ICE FISHING TOURNAMENT AND SCORPION HOMECOMING AND PROVIDE SERVICES AND CONTROL THE BOAT LANDING.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

E. Consider approving the purchase of a 2017 Dodge Charger AWD patrol vehicle – Chief Andrew Rooney

Chief Rooney stated the City has the opportunity to purchase a 2017 Dodge Charger AWD patrol vehicle from the City of Adams, MN for an approximate cost of \$20,000 using budgeted funds and recommends this purchase.

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER CASH APPROVING THE PURCHASE OF A 2017 DODGE CHARGER AWD PATROL VEHICLE FOR APPROXIMATELY \$20,000 FROM THE CITY OF ADAMS, MN.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

F. Consider adopting the 2020 compensation grid and employer contribution for health insurance – Administrator Lisa Sova

Administrator Sova explained the compensation grid reflects a 2% increase and the employer's contribution to health insurance is an increase of \$35.

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER PRUSHEK APPROVING THE 2020 COMPENSATION GRID AND SET THE EMPLOYER'S CONTRIBUTION FOR FULL TIME EMPLOYEE'S HEALTH, DENTAL AND VISION INSURANCE AT \$1,266.65 PER MONTH.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

G. Consider setting the 2020 mileage reimbursement rate – Administrator Lisa Sova

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER CASH APPROVING THE MILEAGE REIMBURSEMENT RATE AT 57.5¢ PER MILE FOR MILES DRIVEN FOR BUSINESS PURPOSES.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

H. Consider authorizing the Mayor to sign the certification of PHA plans for the Crosby HRA – HRA Representative Linda Peeples

Linda Peeples, president of the Housing and Redevelopment Authority, stated they need this paperwork signed in order to continue to exist as an HRA.

MOTION BY MEMBER PRUSHEK AND SECONDED BY MEMBER WOLFE AUTHORIZING THE MAYOR TO SIGN THE CERTIFICATION OF PUBLIC HOUSING AUTHORITY PLANS FOR THE CROSBY HOUSING AND REDEVELOPMENT AUTHORITY.

A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.

I. Discussion and Staff direction regarding the request to vacate 4th Ave NW between West Main Street and 1st Street NW – Clayton Holznagel

City Attorney Joe Langel explained the act of vacating a street is a statutory process and requires a petition from the majority of landowners abutting the street and is entirely up to the Council if they want to move forward with this request. If the City decides to move forward with the petition it would need to meet the statutory criteria of which the vacation of the street needs to serve a public benefit and not be for the sole benefit of the abutting property owners. City Engineer Phil Martin stated there are sanitary sewer, storm sewer and water main lines beneath 4th Ave NW which if vacated the City will need to retain an easement to maintain access to these utilities. His recommendation is not to vacate 4th Ave NW.

Clayton Holznagel approached the Council stating their reason for the request to vacate 4th Ave NW is to allow them to build a garage and have additional parking for their business.

City Attorney Joe Langel stated this petition to vacate is invalid due to the fact that it is for personal benefit and there is only one landowner petitioning.

Council consensus was not to proceed any further with this request to vacate 4th Ave NW.

Mayor Novak requested a short recess at 7:12 p.m.

Mayor Novak called the meeting to order at 7:17 p.m.

8. Reports

A. Engineer's Report

a. Highway 6 Multiuse Tunnel

Phil Martin will provide a summary of total project costs at the next Council meeting

b. 2020 Improvements

Phil Martin has received the geotechnical report and the televising reports for the storm sewer. He will be meeting with City staff for discussions.

c. Hwy 210/Main St Reconstruction

A design meeting regarding lighting was held on January 13, 2020. A recommendation will be presented at the next Council meeting. A prototype of the street light suggested will be built for review.

B. Police Chief's Report

Report was submitted:

- 204 calls for service/traffic stops from December 18, 2019 to January 7, 2020
- Total calls for service in 2019 was 4,071
- Total calls for service in 2018 was 4,090
- Total traffic stops/arrests for 2019 was 976
- Total traffic stops/arrests for 2018 was 785

C. Fire Chief's Report

Fire Chief DeCent stated the maintenance on the fire trucks will be finished this week and then will be put up for sale.

D. Hallett Center Report

Report was submitted:

- Waterslide available Sundays from 1-3 pm
- Snow shoe rentals available for \$5/day
- Blood drive battle of the badges was on January 10th
- January personal training special

- 2nd Annual Stroke Cycle Stride Tri registration will be January 6th-31st
- Membership & Marketing Update

E. Library Report

Report was submitted:

- Friends of the Library raised \$12,034 for their 2019 Jingle Books campaign – thank you to everyone
- Hot Reads for Cold Nights runs January 2 through March 13
- Story Hour every Wednesday at 10:30 until the end of May
- January monthly movie showing will be Pokémon Detective Pikachu
- Now taking tax help appointments

F. Public Works Report

Report was submitted:

- Doing research on a street sweeper and a new trackless snowblower and is trying to set up demonstrations.
- Addressing street lights that are out around town
- They are continuing to haul snow from Main Street and some side streets

Member Traylor requested the snow be removed from Main Street Plaza rather than be piled up there.

G. Attorney's Report

No report given.

H. Administrator's Report

- Abrams & Schmidt are closing their firm on January 31, 2020. Researching the best fit for the City is in process.
- Hwy 210 committee met today
- Training for election judges takes place this week
- The audit will be the last week of January
- She has met with the Finance Committee and Public Works Director to discuss the state of the mobile equipment
- Reminder – do not deposit trash in the recycle dumpsters

I. Mayor/Committee Reports

Member Wolfe informed the Council that it sounds like the Serpent Lake Sanitary Sewer District will move forward with billing the Cities for the remaining \$60,000 cost of moving the force main.


9. Adjournment

MOTION BY MEMBER PRUSHEK AND SECONDED BY MEMBER WOLFE TO ADJOURN AT 7:46 P.M.

A VOICE VOTE: THOSE VOTING AYE: ACTING MAYOR PRUSHEK, MEMBER WOLFE, MEMBER TRAYLOR AND MEMBER CASH. THOSE VOTING NAY: NONE. MOTION CARRIED.



Bob Novak, Mayor



Deb Marty, Deputy Clerk