

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, February 8, 2021 at 6:00 P.M.

Members Present: Mayor Hunter, Council Members Cash, Ryan, Heglund and Jarvela

Members Absent: None

Staff Present: Matthew Hill, Administrator Clerk Treasurer; Pam Rogness, Administrative Assistant; Police Chief Andy Rooney; Ivan Bartha, Hallett Community Center Manager; Fire Chief Jay DeCent; Phil Martin, City Engineer; Joe Langel, City Attorney

1. Call Regular Meeting to Order

Mayor Hunter called the meeting of the Crosby City Council to order at 6:00 P.M.

2. Pledge of Allegiance

Mayor Hunter led with the Pledge of Allegiance.

3. Approval of the Agenda

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

A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

4. Consent Agenda

- A. Approval of Minutes from January 25, 2021 Regular Meeting
- B. Approval of Claims
- C. Adopt Resolution 2021-04-0208 Accepting Donations
- D. Approval of renewal of annual contract for services with Generator Power Systems – Matthew Hill

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER RYAN TO APPROVE THE CONSENT AGENDA.

A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

5. Public Comments

Nadine and Chris Albrecht, owners of the Spalding House, 1 W Main St,

Crosby, informed the Council that they have purchased and will be installing 330 ft. of bird spikes on the Spalding building. The pigeons have become a problem in town and the Albrecht's feel when they install their spikes the pigeons will just go to other buildings.

Linda Peeples, 20 3rd Ave. SW, Crosby appeared on behalf of Heritage Days to be held August 18-22, 2021 and would like to request promotional monies from the City of Crosby. Ms. Peeples would also like to request permission for the use of the park for these activities.

Matthew Hill informed Ms. Peeples that this is Public Comments and informational only. Mayor Hunter requested Mr. Hill to add Ms. Peeples on behalf of Heritage Days on the February 22, 2021 City Council regular meeting agenda.

Linda Peeples, 20 3rd Ave. SW, Crosby appeared as an owner of a business in Crosby. Ms. Peeples is a concerned business owner and when the road construction changes go through the downtown area and sidewalks get wider and the keeping the sidewalks clean will be much harder. Ms. Peeples is requesting that the City reconsider the width of the sidewalks and width of the lanes as part of the 210 Project. Mayor Hunter acknowledged Ms. Peeples concerns and requested that Matthew Hill research the prospects for making any changes to the 210 Project and Mr. Hill will bring his finding to the City Council at the February 22, 2021 meeting.

6. Acknowledgement and presentation of Plaques to Ron Prushek, Jim Traylor, and Linda Peeples for their service to the community as members of the City Council in Crosby.

Matthew Hill presented plaques to former Council Members Linda Peeples and Jim Traylor. Former Mayor Ron Prushek was not in attendance.

7. Open Public Comment period on use of Body Worn Cameras policy

Matthew Hill presented the draft of the Body Worn Camera policy. In December of 2020 Council approved the Police Department to move forward with the Body Worn Camera system. The use of the camera policy draft has been previewed by The League of Minnesota Cities and the City Attorney and it is being reviewed by the County Attorney's Office. To fulfill the Statutory requirement (MN §§ 626,8473) of providing public comment in reference to the Body Worn Camera draft policy by the Crosby Police Department, prior to

implementation of the program. No budget or action is required. This is a listening session for the Chief of Police only.

No one appeared for public comments on the BWC policy.

8. Close Public Comment period

9. Unfinished Business

A. Consider Approval of Terms of Planning & Zoning Committee members – Ashley Zidon

Ashley Zidon stated there was a special Planning Commission held a meeting on February 1, 2021 to discuss member terms and appointment. No public comment was made or submitted as a part of that meeting. Council requested that the Planning Commission meet to discuss and decide which members should stay or replace certain positions. That means voting and non-voting members. The Planning Commission is able to appointment members to fill vacant seats and still meet the intent of the Ordinance. Due to the timing of appointments in filling vacancies it would be beneficial to extend one term of the recommended appointees. The Planning Commission unanimously recommended the appointment of new term Commission Members to Mark Severson, Brad Smith and Jamie Lee. Unanimous approval of Linda Peebles to the alternate.

Term	Expires	Name	Location	Position
2021	1/31/2022	Chris Ryan (council liaison)	Resident	Council appointed, non-voting member
2021	1/31/2022	Mayor Hunter	Resident	Council appointed, non-voting member
2021	1/31/2023	Brad Smith	Non-resident	Voting member
2021	1/31/2023	Jamie Lee	Non-resident	Voting member
2021	1/31/2023	Mark Severson	Non-resident	Chair
2020	1/31/2022	Darren Andrews	Resident	Voting member
2020	1/31/2022	Rachel Severson	Resident	Voting member
2021	1/31/2023	Linda Peebles	Resident	Alternate member

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER JARVELA TO ACCEPT COMMISSION MEMBER PROPOSAL FROM PLANNING & ZONING AS PRESENTED.

A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA.

THOSE VOTING NAY: NONE. MOTION CARRIED.

10. New Business

**A. Consider Approval of State of Minnesota Grant Contract Agreement –
Matthew Hill**

Matthew Hill presented the State of Minnesota Grant Contract Agreement for the Hwy 210 project. Matthew Hill applied for funding for the project and IRRR has approved a grant in the amount of \$185,000 that will go towards this project. The City's portion is approximately \$580,000 and this reduces this for the City. Objective is to approve the Contract Agreement. The City is planning to utilize the general fund for the project so that the City does not have to bond or borrow money for this

MOTION BY MEMBER CASH AND SECONDED BY MEMBER RYAN TO APPROVE THE GRANT CONTRACT AGREEMENT BETWEEN THE IRON RANGE RESOURCES AND REHABILITATION AND THE CITY OF CROSBY FOR THE GRANT FUNDING OF \$185,000.00 FOR THE MNDOT HIGHWAY 210 PROJECT.

A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

B. Consider Approval of agreement with David Drown Associates to lead the search for Public Works Working Foreman – Matthew Hill

Matthew Hill presented he will be working with David Drown Associates in the search process for the Public Works Supervisor. The associated cost is \$7,000.00. Sourcewell has agreed to pay a 50% match to be which brings the City of Crosby's portion to \$3,500.00.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE THE AGREEMENT BETWEEN THE CITY OF CROSBY AND DAVID DROWN ASSOCIATES TO COMPLETE THE SEARCH IN THE AMOUNT OF \$7,000.00 AND ACCEPT THE FINANCIAL SUPPORT FROM SOURCEWELL IN THE AMOUNT OF \$3,500.00.

A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA. THOSE VOTING NAY: MEMBER CASH. MOTION CARRIED.

C. Consider request from Cuyuna Range Food Shelf – Matthew Hill

Matthew Hill was asked by the Cuyuna Food Shelf to present this request to the Council. They are requesting a credit on their utility billing for a service they don't feel they received. At 302 Cross Avenue they had a leak in the ceiling, and they feel it was absorbed by the insulation and nothing entered the sewer. Mr. Hill's objective in bringing this information before the Council is to see how the Council wants to handle this type of action and any others moving forward. It appears that 26,000 gallons went through that building that was a part of this leak and Mr. Hill feels that much water could not have been absorbed by the insulation and wood. This will set a precedent to the Council that if someone has a problem internally in their home/building they can come before the Council and the Council is opening themselves up to ongoing requests.

Mayor Hunter clarified that the December bill was \$491.00 and what they are asking for is \$331.00 sewer charge be dismissed off their bill. Mayor Hunter reminded the Council that they need to take each issue on its own merits. Mayor Hunter directed Mr. Hill to speak with the Public Works employee that was onsite after the leak was reported and bring his findings back to the Council at the February 22, 2021 meeting so the Council can make a fully informed decision.

Council consensus was to table this agenda item until the next Council meeting on February 22, 2021.

11. Reports

A. Police Chief's Report

Report was submitted.

Chief Rooney reported that he has one update and one addition to his report. Update: The Bicycle Work Group which asked at the last meeting to reinstate and have had two meetings since. Have made headway in working on a pamphlet for education for bicyclists and different platforms on how to present information our community but to tourists and visitors.

Addition: The squad has gone to the outfitters as of last week.

B. Hallett Center Report

Report was submitted.

C. Library Report

No report was submitted.

Matthew Hill added that he did ask Rice Lake Construction about the removal of the scaffolding on the back of the library. He was informed that they want to keep it in place until they turn on the air conditioning. It will sometime in April that they will turn the air conditioning on, and they can take the access point off the back of the building.

D. Fire Department Report

Report was submitted.

Matthew Hill stated that he met with the Fire Chief, Assistant Chief and Council Member Jarvela and reviewed the State Aid application for funding for the Fire Department and it was submitted.

Mayor Hunter would like the Fire Department to give a schedule of equipment that needs to be replaced and equipment that is needed. Please provide to Matthew Hill so he can present that to the Council. Mayor Hunter would like to address that to the Police Chief too if there's something in need to present that to the Council.

E. Public Works Report

Report was submitted.

F. Administrator's Report

Report was submitted.

Matthew Hill added that he has an appointment with Susan Stordahl on Friday, February 12th at 11:00 am to preview her new apts. He would like to open that up to the Council to see if two Council Members would like to join him. Mayor Hunter and Member Cash will join Matthew at this meeting.

Matthew Hill stated he had a meeting with City Attorney, City Engineer, Steve Strosheim and Robert Hull with Crow Wing County Highway Department regarding the Hwy 210 and 31 improvements. MNDot has granted the money for the project. There are two distinct projects, the intersection project and the County 31 street improvement project. MNDot has granted money for the intersection project and the City has no financial obligations for that project and is just a community partner. Designs will be presented to the City as they

are available, and Matthew will make sure that the Council does see them. The County 31 / Super One entrance improvement, we are wrapping up the Development Agreement with Miners Inc. now and it will show the City will be working with the County on the street project with design and oversight by the City.

Mayor Hunter brought to the Council that the storm sewer and culvert by Serpent Lake probably will not be replaced as he heard that the funding for this as part of the 210 project was cut. We could apply for more funding next year to do that. He wanted to make sure the Council was aware that this was probably going to happen. Member Cash heard it was delayed and not going to be done either.

Matthew Hill requested from the Personnel Committee and would like to bring them before the Council now. (1) He has been doing outreach getting temporary working foreman or director in place while we are doing the search for the new staff member. Matthew has found a couple good candidates and potentially has another one. He would like to bring it to the Personnel Committee to discuss first before bringing to the Council. (2) Matthew Hill has been with the City of 6 months and it is time for his 6-month review. He asks to put a plan in place with the Personnel Committee to process his evaluation.

G. Mayor/Committee Reports

No report was given.

12. Adjournment

MOTION BY MEMBER CASH AND SECONDED BY MEMBER RYAN TO ADJOURN AT 7:31 PM. VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.



James Hunter, Mayor



Pam Rogness, Administrative Assistant

