

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, February 24, 2020 at 6:00 p.m. at City Hall.

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

Members Absent: Member Cash

Staff Present: Lisa Sova, Administrator Clerk-Treasurer; Deb Marty, Deputy Clerk; Andrew Rooney, Police Chief; Steve Karels, Public Works Director; Nate Keller, Planning & Zoning Specialist; Phil Martin, City Engineer and 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 TRAYLOR TO APPROVE THE AGENDA AS PRESENTED. A VOICE VOTE: THOSE VOTING AYE: MAYOR NOVAK, MEMBER PRUSHEK, MEMBER WOLFE AND MEMBER TRAYLOR. THOSE VOTING NAY: NONE. MOTION CARRIED.

4. Consent Agenda

- A. Approval of Minutes from February 10, 2020 Regular Meeting
- B. Approval of claims in the amount of \$101,275.91
- C. Approve the application for gambling permit requested by the Ladies Auxiliary of the Crosby Fire Department to hold a raffle on July 4, 2020
- D. Approve the application for a gambling permit requested by the Ladies Auxiliary of the Crosby Fire Department to hold Bingo on November 21, 2020
- E. Approve Resolution 2020-07-0224 Appointing Election Judges
- F. Approve the application for a gambling permit requested by the Cuyuna Regional Medical Center to hold a raffle on July 27, 2020

Administrator Sova requested the word "Acknowledge" be replaced with the word "Approve" in items C, D and F on the Consent Agenda.

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER TRAYLOR TO APPROVE THE CONSENT AGENDA CHANGING THE WORD

“ACKNOWLEDGE” TO “APPROVE” AS REQUESTED ON ITEMS C, D, AND F BY ADMINISTRATOR SOVA.

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

5. Public Hearing on the 2020 Street Improvements

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER PRUSHEK TO OPEN THE PUBLIC HEARING ON THE 2020 STREET IMPROVEMENTS.

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

Phil Martin explained the 2020 street improvements will consist of a mill and overlay on 4th Street NE, a full depth reclamation on 3rd Ave NE and a full depth reclamation on 1st Avenue NE. Mr. Martin gave an overview of the assessment process and the City’s assessment policy giving examples of residential and commercial assessments. Mr. Martin stated the project cost estimate is \$478,133.80.

Jim Goshey of 307 4th St NE inquired if curb and gutter will be an option during the construction and Mr. Martin suggested it could be an option but would be assessed at 100% to the property owner.

Lee Russel of 402 5th Ave requested information about the trail on 4th Ave. Mr. Martin explained it will potentially be a ten foot wide paved trail if the City is able to acquire easement from property owners.

Lawrence Nines of 226 3rd St NE inquired if an empty lot would be assessed the same as an improved lot to which Mr. Martin confirmed that it would be assessed the same.

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER PRUSHEK TO CLOSE THE PUBLIC HEARING ON 2020 STREET IMPROVEMENTS.

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

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER PRUSHEK TO INSTRUCT CITY ENGINEER PHIL MARTIN TO ADVERTISE FOR BIDS FOR THE 2020 STREET AND UTILITY IMPROVEMENT PROJECT.

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

6. Public Comments

No one appeared for public comments.

7. Unfinished Business

There was no unfinished business.

8. New Business

- A. Consider reservation request form Cuyuna Lakes Chamber for the Cook Shack July 25 & 26, 2020 – Brielle Bredsten – Cuyuna Lakes Chamber

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER PRUSHEK TO APPROVE THE RESERVATION REQUEST SUBMITTED BY CUYUNA LAKES CHAMBER AND WAIVE THE FEES FOR THE COOK SHACK ON JULY 25 & 26, 2020.

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

- B. Swear in Officer Matt Heusmann – Chief Andrew Rooney

Chief Andrew Rooney swore in part time Officer Matt Heusmann and Officer Heusmann's family assisted with the pinning.

- C. Consider approving the payment of Heartland Animal Rescue Team invoice for \$3,579 – Chief Andrew Rooney

MOTION BY MEMBER PRUSHEK AND SECONDED BY MEMBER WOLFE TO APPROVE THE PAYMENT OF THE HEARTLAND ANIMAL RESCUE TEAM INVOICE IN THE AMOUNT OF \$3,579.

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

- D. Consider contracting with Their Well for well inspections – Public Works Director Steve Karels

Public Works Director Steve Karels explained well inspections are important to maintain a consistent performance of the City's wells.

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER PRUSHEK TO CONTRACT WITH THEIR WELLS FOR INSPECTIONS IN THE AMOUNT OF \$3,600 PER WELL.

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

E. Consider contracting with KLM Engineering for water tower maintenance –
Public Works Director Steve Karels

Public Works Director Steve Karels received quotes from both Maguire Iron Inc and KLM Engineering for the water tower maintenance and is recommending contracting with KLM Engineering as he feels they were much more thorough in their quote.

MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER TRAYLOR APPROVING THE CONTRACT FROM KLM ENGINEERING FOR EXTERIOR CLEANING AND GROUT REPAIRS OF THE WATER TOWER IN THE AMOUNT OF \$10,821 AND APPROVE THE CONTRACT FOR A 10 YEAR SERVICE AGREEMENT TO EVALUATE THE WATER TOWER IN 2020 FOR \$3,000, IN 2025 FOR \$3,300 AND IN 2030 FOR \$3,600.

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

F. Consider approving the payment of Visual ClubMate invoice for \$3,300 –
Administrator Sova

MOTION BY MEMBER PRUSHEK AND SECONDED BY MEMBER WOLFE TO APPROVE THE PAYMENT OF THE VISUAL CLUBMATE INVOICE FOR \$3,300.

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

9. Reports

A. Police Chief's Report

Report was submitted.

B. Planning and Zoning Report

Report was submitted.

C. Engineers Report

Report was submitted.

D. Attorney's Report

No report given.

Mayor Novak requested an update on the breezeway encroachment agreement. Joe Langel stated he is waiting for a response to changes he made to the agreement assuring there would be no water damage issues after the demolition of the breezeway.

E. Administrator's Report

Report was submitted.

The relocation of the library to 27 West Main Street is coming along and the insurance company has sent a check for \$150,000 to cover some of the upfront costs of the library.

She will be meeting Scott Sadusky and the structural engineer this week at the site to get specifications to begin the bid packet process.

The Census Bureau will be conducting a recruitment session at the Hallett Community Center tomorrow.

Member Traylor inquired if the County will be assisting with snow removal around the recycle dumpsters if they are kept at the current location.

Administrator Sova stated she was not aware of any plans for the County to assist in the snow removal.

F. Mayor/Committee Reports

Member Wolfe presented the Serpent Lake Sanitary Sewer District report and stated the board discussed in length the letter that was sent to them by City Attorney Joe Langel regarding the invoice that was sent to the City of Crosby for the relocation of the sanitary sewer force main. City Attorney Joe Langel explained that his letter indicated the user fee agreement that they refer to does not apply to this type of expenditure and they will need to find their authority elsewhere.

10. Adjournment

**MOTION BY MEMBER WOLFE AND SECONDED BY MEMBER PRUSHEK
TO ADJOURN AT 6:50 P.M.**

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



Bob Novak, Mayor



Deb Marty, Deputy Clerk