

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, March 9th, 2026, at 6:00 p.m.

Members Present: Mayor Diane Cash; Members Jim Traylor, Paul Heglund, Vern Lewis and Shawn Jarvela

Staff Present: Trish Harren, City Administrator; Bernie Erickson, Deputy Clerk; Mike Vanhorn, Police Chief; Shayne Jacobs, Fire Chief; Abby Smith, Head Librarian; Tony Ferrari, Public Works Foreman; Joe McLaughlin, HCC General Manager; Andrew Beadell, City Engineer.

1. Call Regular Meeting to Order

The regular meeting of the Crosby City Council was called to order by Mayor Cash at 6:00 p.m.

2. Pledge of Allegiance

Mayor Cash led the Pledge of Allegiance

3. Approval of Agenda

MEMBER HEGLUND MOVED TO APPROVE THE AGENDA. MEMBER LEWIS SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

4. Approve Consent Agenda

Mayor Cash stated Item C of the Consent Agenda will be moved to Item E under New Business.

MEMBER TRAYLOR MOVED TO APPROVE THE CONSENT AGENDA. MEMBER LEWIS SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

5. Public Comments—None.

6. Public Hearing—

A. Engineer Presentation

Andrew Beadell, City Engineer, provided a presentation for the preliminary hearing regarding the additional scope of construction for the 1st and 2nd Street SE Project. The total cost of the added scope is \$683,661.00, with an estimated \$94,065.75 to be assessed to residents at a rate of \$43.53 per front foot.

B. Public Comments

None

MEMBER LEWIS MOVED TO CLOSE THE PUBLIC HEARING. MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

7. Old Business---

- A. Consider Approval of Resolution 2026-13-0309 Prepare Final Plans and Specifications for Added Improvements 1st and 2nd Street South East Project and Combine.**

MEMBER HEGLUND MOVED TO APPROVE RESOLUTION 2026-13-0309 PREPARE FINAL PLANS AND SPECIFICATION FOR ADDED IMPROVEMENTS. MEMBER TRAYLOR SECONDED THE MOTION. THE MOTION PASSED BY ROLL CALL. THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR, HEGLUND, LEWIS, JARVELA. THOSE VOTING NAY: NONE.

- B. Consider Approval of Resolution 2026-14-0309 Application to the Clean Water Revolving Fund for the 1st and 2nd Street South East Sewer Collection Improvements.**

MEMBER TRAYLOR MOVED TO APPROVE RESOLUTION 2026-14-0309 APPLICATION FOR CLEAN WATER REVOLVING FUND. MEMBER LEWIS SECONDED THE MOTION. THE MOTION PASSED BY ROLL CALL. THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR, HEGLUND, LEWIS, JARVELA. THOSE VOTING NAY: NONE.

- C. Consider Approval of Resolution 2026-15-0309 Application to the Drinking Water Revolving Fund for the 1st and 2nd Street South Eat for Water Distribution Improvements.**

MEMBER LEWIS MOVED TO APPROVE RESOLUTION 2026-15-0309 APPLICATION FOR DRINKING WATER REVOLVING FUND FOR WATER DISTRIBUTION IMPROVEMENTS. MAYOR CASH SECONDED THE MOTION. THE MOTION PASSED BY ROLL CALL. THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR, HEGLUND, LEWIS, JARVELA. THOSE VOTING NAY: NONE.

D. Consider Approval of Resolution 2026-16-0309 Application to the Drinking Water Revolving Fund for Lead Service Line Replacement Project.

MEMBER LEWIS MOVED TO APPROVE RESOLUTION 2026-16-0309 APPLICATION FOR DRINKING WATER REVOLVING FUND FOR LEAD SERVICE LINE REPLACEMENT. MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY ROLL CALL. THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR, HEGLUND, LEWIS, JARVELA. THOSE VOTING NAY: NONE.

8. New Business---

A. Consider Approval of Resolution 2023-17-0309 Accepting Donations-None

B. Consider Approval of Franklin Outdoors Billboard Lease Renewal

Administrator Harren informed the Council that a representative from Franklin Outdoors would speak regarding the lease renewal. Franklin Outdoors representative stated the agreement began in 2005 and has been renewed every 10 years, with the option for signage changes every two years in exchange for use of the land where the billboards are constructed. Mayor Cash asked whether the other billboards were constructed with steel beams and how many sides they have. The Franklin Outdoors representative stated there are a total of three billboards, two are two sided and one is double sided. Mayor Cash asked if it would be possible for the City to receive compensation for the additional billboards located on City property. The Franklin Outdoors representative stated he would bring the request back to the company for discussion regarding a possible change to the lease.

POSTPHONED

C. Consider Approval of Nor-Son Pay App No 2 – Library Window and Door Project

Administrator Harren provided a summary of the project, noting it is nearly complete. This request represents the second pay application to Nor-Son, with a remaining balance of \$26,624 to be paid. Administrator Harren stated the project is on schedule and under budget. Abby Smith, Head Librarian, commented that the work looks excellent and that the doors are now functioning properly.

MEMBER TRAYLOR MOVED TO APPROVE NOR-SON PAY APP NO 2. MEMBER LEWIS SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

D. Discuss and Consider Approval of Purchase of Server and Security Software for Police Department.

Administrator Harren advised that the city's IT consultant, XTONA, recommends that the city consider a server upgrade project for the police department. The current server uses VMware ESXi. VMware was recently purchased by Broadcom. Broadcom no longer offers the subscription tier the city uses. To renew, the next closest tier has a price tag of \$13,659.84. This is a \$10,000+ increase. The city can't change software without changing servers. A new server is \$25,000. The recommended software is Proxmax and is \$1,100 per year. The savings would pay for the new server in two years. The BCA and FBI CJIS Security Policy require that hardware, software, and operating systems are supported by the vendor or manufacturer so that new updates and security patches can be applied.

Police Chief Vanhorn stated the information came as a surprise, as the current server is only a few years old. Council asked Chief Vanhorn what the system is used for. Chief Vanhorn explained that the Police Department is required to maintain a separate system from City Administration in order to meet FBI and BCA compliance standards. The software is in essence the operating system used to access FBI and BCA systems as well as the record management system that is used daily 24/7. Mayor Cash requested that a finance meeting with Xtona be scheduled to address any remaining questions.

MAYOR CASH MOVED TO APPROVE PURCHASE OF SERVER AND SECURITY SOFTWARE FOR POLICE DEPARTMENT PENDING FINANCE MEETING. MEMBER TRAYLOR SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

E. Approve Cuyuna Range Farmers Market 2026 Use of the Bike Pavillion Plaza Park.

Member Traylor asked if a cover was installed over the gazebo area during the event. Members stated they had not observed one. Mayor Cash advised members to check the area when driving by and noted the matter could be discussed further if needed.

Public Works Foreman Tony Ferrari asked if the City would be obtaining portable restrooms again this year. Mayor Cash advised that the portable restrooms were previously provided due to street construction that required temporary water without enough pressure to flush toilets in the visitor center.

MEMBER TRAYLOR MOVED TO APPROVE CUYUNA RANGE FARMERS MARKET 2026 USE OF BIKE PAVILLION PLAZA PARK. MEMBER HEGLUND SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

9. Reports

- A. Police Chief Mike VanHorn submitted his report. Member Heglund asked if the sheriff was invited to the council meetings. Chief Vanhorn stated they are always welcome.
- B. Fire Chief Shayne Jacobs submitted his report.
- C. Hallett Center General Manager Joe McLaughlin submitted his report. Mayor Cash asked whether the recently repaired heater was the same one that had just been fixed. Joe McLaughlin, HCC General Manager, advised that it was a different unit. McLaughlin stated that the Hallett Center requires a new water heater, as the current one is not safe to use, and noted that he has reached out to companies for bids.

Mayor Cash inquired about the purchase of a new wheelchair in the pool area. McLaughlin stated that the foundation is paying for a new dumbbell set and the wheelchair. Mayor Cash asked about a recently posted employment position. McLaughlin advised the Council that the current employee in that role is retiring and that the position was posted in advance to allow the current employee to train the new hire.

- D. Head Librarian Abby Smith submitted her report and January calendar. Smith provided a summary of the events scheduled for the month of March. Mayor Cash inquired about the job search event held on Mondays. Smith explained that during this time, the part-time library aide assists community members with job searches. Administrator Harren asked for clarification regarding the Banned Book Club. Abby Smith stated that it is a book club in which participants read books that have been banned in some form. Member Lewis asked if anyone could come in and get access to library material.
- E. Public Works Working Foreman submitted his report. Mayor Cash inquired about a snowbank by the church and whether it was the City's responsibility. Ferrari advised that it was not.

Mayor Cash asked about pavement that had been damaged. Ferrari explained that the damage was due to changing weather conditions and stated that the crew is making every effort to minimize such impacts.

Mayor Cash asked about Thielen Heating being called to the water plant. Ferrari advised that the service was required because snow had accumulated in the filters of the rooftop unit. Mayor Cash asked why Thielen Heating was called, as they are not the City's typical service provider. Ferrari stated that he was not present at the time of the call. Member Heglund stated the city has a couple of bad roads and they should be looked at. Mayor Cash advised Phil Martin, City Engineer would be bringing the 5-year road plans in April to the council meeting.

F. City Administrator—submitted report.

G. Mayor/Committee—no report.

MEMBER LEWIS MOVED TO ADJOURN THE MEETING. MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.



Diane Cash, Mayor



Trish Harren, City Administrator