

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, March 22, 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; Ashley Zidon, Planning & Zoning Specialist; and Joe Langel, City Attorney; Mary Reedy, Clifton Larson Allen

1. Call Regular Meeting to Order

Mayor Hunter called the meeting of the Crosby City Council to order at 5:58 P.M.

2. Pledge of Allegiance

Mayor Hunter led the Pledge of Allegiance.

3. Approval of the Agenda

MOTION BY MEMBER CASH AND SECONDED BY MEMBER JARVELA 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 March 8, 2021 Regular Meeting
- B. Approval of Minutes from March 8, 2021 Special Meeting
- C. Approval of Claims
- D. Request for Special Event from the Spalding House – Matthew Hill
- E. Approve the pay increase for City Hall cleaners – Matthew Hill
- F. Approval to hire 2 part-time, temporary summer staff for the Public Works – Matthew Hill
- G. Request approval of extended premises of Spalding House

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

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

C. Approve text of Ordinance Summery for Publication – Ashley Zidon

Residential Chicken Ordinance was previously denied by Council.

7. New Business

A. 2020 Audit Review – Mary Reedy, Clifton Larson Allen

Mary Reedy presented to the Council the City of Crosby Audit Presentation for the year ending December 31, 2020.

B. Sidewalk Study and Replacement for Summer 2021 up to \$30,000

Member Cash presented that in the past the City spent up to \$50,000 in sidewalk repairs each year. In 2020 the City did not spend that much. In 2021 an important part of sidewalk repairs will be to the sidewalks connected to Main Street sidewalks that are being re-done as part of the MNDOT 210 Project. Member Cash estimates starting with \$30,000 for sidewalk repair/replacement. Member Cash would like to ask Phil Martin, Bolten & Menk to come up with a plan and rough estimate and to have this reviewed at the Public Works Committee meeting on April 1, 2021. The Public Works Committee would then present their recommendations to the Council at the April 5, 2021 City Council Meeting.

Mayor Hunter does not feel \$30,000 is enough, he feels that the dollar amount should start at \$50,000. Mayor Hunter would like to include the sidewalk by Koop Funeral Home. Member Cash agrees with the \$50,000 estimate to start with.

Matthew Hill has discussed this with the Public Works crew and they are providing a priority list of their own to compare with the City Engineer. Bolten & Menk will put together a contract for this work separate from the MNDOT 210 Project and this will be part of what is presented to the Council. Matthew Hill to bring back findings to the Council.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE \$50,000.00 FOR THE SIDEWALK STUDY AND REPLACEMENT.

Matthew Hill presented information on contract renewal to Council.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER JARVELA TO APPROVE THE CONTRACT RENEWAL FOR BARRACUDA BACKUP IN THE AMOUNT OF \$4,301.64.

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

E. Approve the City of Crosby entering into agreement with Crow Wing County for Chip Sealing Road – Matthew Hill

Matthew Hill presented the Council the proposed Cost Share agreement with Crow Wing County. The City of Crosby requested \$50,000 worth of work and identified the roads within the City that had priority for the 2021 project. The roads were taken into consideration by the Highway Department for the County and based on the identified roads the actual amount came to \$52,825.18 which is \$2,825.18 over budgeted amount, however, it covers all roads requested.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER CASH TO APPROVE THE CITY OF CROSBY ENTERING INTO CONSTRUCTION COST SHARING AGREEMENT WITH CROW WING COUNTY FOR BITUMINOUS SEAL COAT OF ROADWAYS.

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

F. Approve Resolution 2021-08-0322 entering into Agreement #1046386 with MNDOT for use of the City Roads for purpose of temporary detour – Matthew Hill

Matthew Hill presented the detour request from MNDOT for 24 calendar days for Phase 2 and potentially some additional time for Phase 3. It is identified as the temporary Trunk Highway detour for the Project. MNDOT is offering an encumbrance of \$693.98 to the City.

Member Cash in speaking with the City Engineer in the past that 2nd Street SW is fully used, has very little life left. Mr. Hill stated it has been depreciated to its full value. This road will be replaced in 2022 regardless of the detour and she believes this is why the encumbrance is so low.

lived in. Due to the remodel and landscaping updates that they have done they are asking to pay for the average water usage with a reduction in the sewer fees as much of the water used did not go into the sewer system but was soaked into the ground. They would also like to request a second meter. They are asking to have the billing be closer to what their usage was.

Member Cash verified with the residents that the water line that had to be replaced was on the outside of the house. The water usage is \$959.79 and the residents owe that. Mr. Chirhart agreed they owe the water usage 100%. He is looking at a reduction in the sewer portion. Member Cash is in favor of the amount owed to be \$1174.76. Mr. Chirhart stated he would pay the permit fee of \$27.00 too.

Member Ryan questioned what kind of precedents the City would be setting with their decision on this issue. City Attorney, Joe Langel responded that it is a fact specific type of issue, he is not concerned that the City is setting any type of precedents.

Member Cash's recommendation is \$700 off the utility billing, approximately half off the sewer portion. Member Ryan feels it should be reduced by \$800.00.

MOTION BY MEMBER CASH AND SECONDED BY MEMBER RYAN TO UTILITY BILLING FOR 320 6TH AVE. SW BY \$800.00.

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

H. Request to reduce on-sale liquor license fees for 2021-2022 – Matthew Hill

Mr. Hill was asked by businesses in the community to reduce the fees for the period 2021-2022. He did some projections including considering 65 days that they were closed and closed early and equates to 20% reduction for the closures.

Member Ryan received a phone call from a business owner and it was brought up that they will also suffer some reduction of sales due to the road construction. In his opinion between Covid and construction the 20% reduction is fair.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER

Report was submitted. Ashley Zidon has submitted her resignation with Sourcewell, her last day will be Friday, March 26, 2021. Darrin Welle will be her replacement at this time.

C. Attorney's Report

No report was submitted.

D. City Administrator's Report

Report was submitted. Matthew Hill added that he feels the Committee structure is really taking place, it is working very well and have very good people in place on these Committees.

The Federal CARES ACT will be providing the City and township some dollars through them. The amount has not yet been established yet but should be similar in process to what was done with Covid funds through the County last year. This is Covid related instances throughout the City but we are allowed use through 2024. This gives the City the opportunity to decide on what these funds are used for.

Mr. Hill has a packet for each Council Member with the two finalists for the Working Foreman position. He would like to see whole Council participate in this interview process. Please note this is confidential and is not to be shared. Please see scoring process in the packet.

Member Cash requested that Mr. Hill check to see if other Police Departments are closed to the public like we are here at the City offices. Are they being required to be open? Mayor Hunter stated that there will be a time when it will have to be discussed to reopen the City offices. Mr. Hill stated that we are not allowing individuals to come into the offices, we just have controlled entry. Mr. Hill will conduct a survey and provide that to the Council members.

E. Mayor/Committee Reports

No report was submitted.

Mayor Hunter has two issues. First, he spoke to Kay at the DMV and took a picture of the gutter above the door. It has been broken for a long time and needs repair. Mayor Hunter feels it should be repaired by a professional gutter company and not Public Works. Mayor Hunter is asking for Council approval to have Matthew Hunter asks the Council for a motion to approve to