

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, May 10, 2021 at 6:00 PM at City Hall.

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

**Members Absent:** None

**Staff Present:** Matthew Hill, Administrator; Deb Marty, Deputy Clerk; Andrew Rooney, Police Chief; Abby Smith, Head Librarian; Ivan Bartha, Hallett Community Center Manager; 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 PM.

**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 JARVELA APPROVING 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 April 12, 2021 Regular Meeting
- B. Approval of Minutes from April 12, 2021 Special Meeting
- C. Approval of Minutes from April 26, 2021 Regular Meeting
- D. Approval of claims in the amount of \$161,175.58
- E. Adopt Resolution 2021-10-0510 Accepting Donations
- F. Consider approval to hire a Campground Host for Summer of 2021
- G. Consider approval for Library to hire a summer intern with funding provided by Sourcewell
- H. Consider approval of hiring of Courtney Brittingham as the Hallett Community Center intern with funding provided by Sourcewell

**MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER CASH APPROVING THE CONSENT 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.**

**5. Public Comments**

Member Heglund expressed his approval of the story that was published in the Crosby-Ironton Courier regarding the lawsuit involving the City and former employee Jessie Smith.

**6. Unfinished Business**

There was no Unfinished Business.

**7. New Business**

- A. Consider request from the family of Seth Flor to plant a tree in Crosby Memorial Park in his memory – Matthew Hill**

Matthew Hill presented the request from the family of Seth Flor to plant a tree in Crosby Memorial Park in his memory. He is recommending the approval of the request with communication between the family and the Public Works Department for placement and tree type.

**MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER RYAN APPROVING THE PLANTING OF A TREE IN CROSBY MEMORIAL PARK IN MEMORY OF SETH FLOR WITH THE LOCATION AND TYPE OF TREE TO BE APPROVED BY THE PUBLIC WORKS DEPARTMENT.**

**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 to allow additional pay for Utility Billing Clerk and Deputy Clerk for work outside their job description until the Administrative Assistant is hired – Matthew Hill**

Matthew Hill and the Personnel Committee are requesting additional compensation for the Utility Billing Clerk and Deputy Clerk until the Administrative Assistant position has been filled.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND APPROVING COMPENSATION OF \$100 PER WEEK EACH FOR THE UTILITY BILLING CLERK AND THE DEPUTY CLERK UNTIL THE ADMINISTRATIVE ASSISTANT POSITION HAS BEEN FILLED.**

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

- C. Consider approval to promote Andrew Kayfes to the position of Water and Sewer Operator – Matthew Hill

Matthew Hill stated the former Water and Sewer Operator had been promoted to Public Works Working Foreman which left the position of Water and Sewer Operator vacant. The position was posted internally per union contract, and Andrew Kayfes signed the posting and meets all the requirements. The Personnel Committee is recommending the promotion of Andrew Kayfes to this position.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA APPROVING THE PROMOTION OF ANDREW KAYFES TO WATER AND SEWER OPERATOR AT GRADE 6 STEP 8 EFFECTIVE MAY 11, 2021. A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN, MEMBER HEGLUND AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

- D. Consider approval to post the Public Works Driver position – Matthew Hill

Matthew Hill confirmed now that Andrew Kayfes has been promoted to Water and Sewer Operator there is a Public Works Driver position vacancy. Member Heglund disagreed and stated there are more than enough Public Works Department employees to get the job done without hiring another employee. He added the Department of Motor Vehicles needs help more than the Public Works Department. Member Cash feels there are things not getting done in the Public Works Department due to the absence of the Public Works Working Foremen.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA APPROVING THE POSTING OF A PUBLIC WORKS DRIVER POSITION. A VOICE VOTE: THOSE VOTING AYE: MAYOR HUNTER, MEMBER CASH, MEMBER RYAN AND MEMBER JARVELA. THOSE VOTING NAY: MEMBER HEGLUND. MOTION CARRIED.**

- E. Consider approval to purchase bucket truck for the Public Works Department – Matthew Hill

Matthew Hill met with the Public Works Committee and they have indicated there is need for a bucket truck for tree trimming and putting up Christmas

decorations etc. and have located one for sale at Carco in Rice, MN that meets the needs of the Department. Mayor Hunter suggested the truck should have the DOT inspection done and wondered if it came with any sort of warranty. Matthew Hill confirmed these concerns will be addressed.

**MOTION BY MEMBER CASH AND SECONDED BY MEMBER RYAN APPROVING THE PURCHASE OF A BUCKET TRUCK FOR THE PUBLIC WORKS DEPARTMENT.**

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

F. Consider approval to replace the fire alarm panel at the Hallett Community Center – Ivan Bartha

Ivan Bartha presented the quotes from four vendors and is recommending the quote from Midwest Fire and Security to replace the non-compliant fire alarm panel. Mayor Hunter mentioned that for the past five years this alarm system has not been working and suggested that Ivan Bartha have the maintenance person set up a log to keep better track of these items.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND APPROVING THE QUOTE FROM MIDWEST SECURITY AND FIRE IN THE AMOUNT OF \$9,123.26 TO REPLACE THE EXISTING FIRE ALARM PANEL WITH A MONTHLY MONITORING FEE OF \$45.99.**

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

Mayor Hunter requested Council approval to repair a leak in the roof at the Hallett Community Center with a cap of \$10,000 adding they have not been able to get any quotes and it needs to be repaired as soon as possible to prevent further water damage.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA TO APPROVE THE ROOF REPAIR AT THE HALLETT COMMUNITY CENTER WITH A CAP OF \$10,000.**

Member Cash inquired whether items like this can be spontaneously added to the agenda for approval. City Attorney Joe Langel stated the proper procedure would be to amend the agenda at the beginning of the meeting to

add the item. He suggested additions to the agenda should be limited in order to allow proper notification to the public of what the Council will be discussing.

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

**G. Consider letter of support for Cuyuna Iron Range Riders ATV Club – Matthew Hill**

Matthew Hill presented the request from the Cuyuna Iron Range Riders ATV Club for an updated letter of support from the City of Crosby for their planned safe route from the Miller Black Bear Trail to the edge of Ironton.

**MOTION BY MEMBER CASH AND SECONDED BY MEMBER JARVELA APPROVING THE SUBMITTAL OF AN UPDATED LETTER OF SUPPORT TO THE CUYUNA IRON RANGE RIDERS ATV CLUB.**

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

**8. Reports**

**A. Police Chief's Report**

Report was submitted.

Chief Rooney stated they have received five applications for the Part Time Officer position and will be moving forward with interviews. Member Heglund expressed his gratitude to the Crosby Police Department and stated they are doing a fantastic job and is in full support of them.

Member Cash inquired about the bike map. Matthew Hill stated they have been printed and are in circulation.

**B. Hallett Center Report**

Report was submitted.

**C. Library Report**

Report was submitted.

Member Cash asked whether the flag on Main Street in front of the Library has a light on it at night. Abby Smith stated there is not and she is not sure who is responsible for this but will discuss it with Matthew Hill.

**D. Fire Department Report**

Report was submitted.

Matthew Hill confirmed the Fire Department has made two payments toward the ladder truck purchase. Mayor Hunter requested an update on the “no parking” by the Fire Department. Matthew Hill stated Chief DeCent needs to work with the Public Works Department to get it on the schedule.

#### E. Mayor/Committee Reports

Member Heglund requested an update on when City Hall will be open to the public again. Matthew Hill stated he will have discussions with the Staff. Member Cash inquired if the emergency proclamation will need to be rescinded. Matthew Hill will research and present at an upcoming meeting.

### 9. Adjournment


**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER CASH TO  
ADJOURN AT 6:40 P.M.**

**A 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



---

Deb Marty, Deputy Clerk