

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, May 23, 2022, at 6:00 P.M.

**Members Present:** Mayor Cash, Council Members Traylor, Ryan, Heglund and Jarvela

**Members Absent:** None

**Staff Present:** Matthew Hill, Administrator Clerk Treasurer; Samantha Wodarz, Administrative Assistant; Andrew Rooney, Chief of Police; Joe Langel, City Attorney; Phil Martin, City Engineer; Scott Sadusky, City Building inspector

**1. Call Regular Meeting to Order**

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

**2. Pledge of Allegiance**

Mayor Cash led with the Pledge of Allegiance.

**3. Approval of the Agenda**

**MOTION BY ME TRAYLOR AND SECONDED BY MEMBER RYAN TO APPROVE THE AGENDA AS PRESENTED.**

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

**4. Consent Agenda**

A. Approval of Minutes from May 9, 2022, Regular Meeting

B. Approval of Claims

C. Approval of liquor licenses for the period July 1, 2022 – June 30, 2023, pending submission required paperwork

D. Approval of hiring Jacey Rydberg as the Hallett Community Center Intern

**MOTION BY MEMBER JARVELA AND SECONDED BY MEMBER HEGLUND TO APPROVE THE CONSENT AGENDA. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

**5. Public Comments**

Ben Davis, 12855 West Twin Lake Rd Merrifield- He pastors in a local church in Brainerd and is a proud graduate of Crosby-Ironton High School. He is here today to introduce himself as he is running for Minnesota House of Representatives in District 6A; he is present to listen as he wants to represent us. He left his business cards and copies of what locations District 6A covers.

## **6. Unfinished Business.**

### **A. Consider approval of Ordinance 2022-04 removing the Liaison from the Planning & Zoning Committee – Matthew Hill**

Per the consensus of the council, the liaison has been removed from its membership of the Planning and Zoning Committee.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE OF ORDINANCE 2022-04 REMOVING THE LIAISON FROM THE PLANNING & ZONING COMMITTEE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

### **B. Discussion on 2022 Street Improvement Project – Phil Martin, Matthew Hill**

Phil Martin stated that they received 4 bids for the project which are all over the estimate by at least 15%. They based their estimate on projects that took place in February and March of this year in the local area. They talked to the 2 lowest bidders out of the 4 that were submitted. They received phone calls about halfway through the bid opening from about 12 prime contractors asking if we would change our dates as they could not get materials. They also received calls from suppliers that told them to confirm with contractors that they can get the materials as they cannot get product in until late in the season or not at all this year. Talking with the lowest bidder, they could not meet the deadline date as they could not get the box culvert; the 2<sup>nd</sup> bidder could not meet the deadline either. Since the bid was put out for the completion date for this year and if we were to go with one of the low bidders and move the time frame, we could be looking at claims against the city of unfair bid practice. To avoid such claims Phill recommends we reject the bids and change the completion date and rebid. With cost and supply issues we might get higher bids or with moving the date we will get more competitive bids and a better bid price. Phill also recommends doing the project in two parts; do what they

can this fall and finish next year. There will be a completion point so the street will not be blocked and will be usable for the winter season.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE SUBDIVIDING THE PROJECT AND REJECTING THE CURRENT BIDS: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

**C. Discussion on Parking Ordinance 2022-03 – tabled from last Council meeting**

Council continued the discussion for the need of clarification on persistent parking in the 72-hour ordinance. There are people and businesses that park consistently on the streets as there is a lack of space to park. City Attorney Langel stated that there doesn't seem to be a consensus of where the city wants people to park and what they are able to park; needs to be addressed first. The word persistently can be modified to certain times of the day. The bigger issue is that there is not a lot of room to park, the streets were not designed for regular and long-term parking. The council can approach the issue by neighborhoods, zones, the type/size of vehicles, and address hard times parking. The council also needs to identify the problem; it's difficult to come up with language that satisfies the problem without knowing what the problem is.

Mayor Cash addressed the council do we want to include in the violation if someone leaves and comes back within 72 hours, as it is difficult for the police to monitor whether the vehicle left and came back within the 72-hour limit. Member Ryan stated this was not to target people, that it was originally about commercial vehicles, RVs, and trailers, which was voted down.

Ryan said to eliminate it since without proper wording it is not enforceable. Jarvela thinks we should wash our hands of it and drop it.

Heglund said there is an issue with RVs, trailers, semis, and boats; cars were never a problem.

Ryan suggested that we form a committee and come up with the correct answers. The council has made it more complicated than it needs to be. Traylor thinks we do not need a committee. We can have another workshop as we do have a parking problem. People are coming in and building and creating places to stay without any parking to go with it; we need a simple enough policy so the police can enforce it.

Chief Rooney stated last year they had the most parking complaints than any other year. He also stated most of the individuals in violation move their vehicles; the ones that don't are habitual. He will look up the information of the type of complaints as they were across the city. The council will do some research and present information at the workshop to be scheduled before the first meeting in June. Chief Rooney will be present with information also.

Mayor Cash wanted to make sure that everyone understood that the only topic that will be discussed is persistent parking issues across the city. Do we want to change the ordinance? If so, how restrictive do we want to be?

## **7. New Business**

### **A. Consider approval of inspection at Croft Mine property – Matthew Hill**

Economic development committee is requesting permission to get an inspector out to determine the quality of buildings of the Croft Mine property. We will get permission from the DNR to gain access for an inspection; the inspection will be paid through the Economic Development DEED funds. The city building inspector, Scott Sadusky, agreed to do the inspection.

Member Ryan approves of the inspection and would rather know what they are getting into now versus later.

**MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER RYAN TO APPROVE OF INSPECTION AT CROFT MINE PROPERTY. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

### **B. Consider approval of provisional hiring of Elijah Winegarner as Public Works Laborer – Matthew Hill**

Elijah has worked in public works in the past, as parttime summer help. Since he has experience, he will be hired at grade 5 step 2 salary.

**MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER HEGLUND TO APPROVE OF THE PROVISIONAL HIRING OF ELIJAH WINEGARNER AS A PUBLIC WORKS LABORER. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

- C. Consider approval of purchase and install of water meters in public parks  
– Matthew Hill

Ben Oseien, of the Minnesota Rural Water Association, came in to review our water plan and current rates. He recommends the city monitor its community areas' water use, such as in the Memorial Park restrooms and campground and in the Plaza, the bike wash. Therefore, we would like to install two meters, a commercial meter at the Memorial Park and a residential meter at the Plaza. It will cost about \$2,500.00 for labor and the meters. Heglund stated we are doing this because we are losing 30 percent of water usage and we need to find where we are losing it.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE OF PURCHASE AND INSTALL OF WATER METERS IN PUBLIC PARKS. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

- D. Consider approval of hiring to fill Patrol Sergeant Position – Police Chief Rooney

Chief Rooney would like to back fill Mr. Van Horns' vacant spot when he takes over as chief; he is asking for permission to post internally.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA TO APPROVE HIRING TO FILL PARTROL SERGEANT POSITION. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

- E. Consider approval of conditional hiring for Full Time Officer Position – Police Chief Rooney

Chief Rooney would like to post an internal position to hire one of the two part-time officers to fill the full-time position.

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE OF CONDITIONAL HIRING OF A FULL TIME OFFICER. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.**

## 8. Reports

**A. City Engineer Report**

Report Submitted

**B. Planning and Zoning Administrator Report**

Report Submitted

Linda Peoples, planning and zoning committee chairperson, noticed there were 2 packets for planning and zoning meeting; one submitted by Sourcewell and an additional one from a city employee taking notes for the packet. These are two separate version of the same meeting; the minutes are a draft, and they are needing corrections. As the chair of the committee, it's her responsibility to keep the cost down; her question is when did the council approve the expense of having a city employee at the meeting duplicating the efforts that we pay Sourcewell for?

Administrator Hill stated he himself made that decision and the council did not. As a city we have a responsibility to maintain accurate records of the meetings; Sourcewell was not meeting the needs and reached out to him for assistance. Since there is no liaison anymore, he felt it was important to have an accurate understanding of the meetings.

Linda questioned that the reasoning for eliminating the liaison was that we were duplicating what we were already paying Sourcewell to do, in their monthly report. She is also concerned that they are already over budget and is it worth the cost to duplicate reports?

Administrator Hill stated minuets and the report are two different things and that it is not in Sourcewell's contract to do minutes.

Mayor Cash added that the liaisons were eliminated because they were not allowed to participate, and that the council felt that the reports they were getting had enough information and they did not need to be present. The liaison came in when Planning and Zoning were in violation of our own ordinance because no one was keeping track, and she recommends continuing taking minutes for six months and see where that goes. Heglund and Ryan disagree for what we are paying Sourcewell; they can take note. We hire professional people and professional people report to us; it should be the same standards across the board; Jarvela agrees to give it 6 months. Mayor Cash asked for Attorney Langels' opinion; he stated that planning and zoning is a statutory body. As a permanent committee it is subject to open meeting laws, minutes are required; not transcribed but what votes are. Members Ryan and Heglund don't like the idea of having the taxpayers paying for the double dipping. If we are already paying Sourcewell and we

receive a report, it will not cost much more to have them put it in a minute format.

Administrator Hill stated that he doesn't think the taxpayers will mind getting accurate information to pay \$150.00 for six months to have a staff member take the minutes.

**MOTION BY MAYOR CASH AND SECONDED BY MEMBER TRAYLOR TO APPROVE HAVING AN IN-HOUSE EMPLOYEE TAKE MINUTES FOR A 6-MONTH TRIAL VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR AND JARVELA. THOSE VOTING NAY: MEMBERS HEGLUND AND RYAN. MOTION CARRIED.**

#### C. City Inspector

##### Report Submitted

Administrator Hill added that the council already approved the IRRRB Grant for demolition of the 102 W Main St. property and their bids are due by the 25<sup>th</sup> or 27<sup>th</sup> of this month.

#### D. Mayor/Committee Reports

Member Ryan reported that the Economic Development Committee had a very intense meeting; they discussed the efforts of another committee that was formed for the Croft Mine. The Committee asked him to write up a statement that was reviewed by staff as he read to the council.

Mayor Cash said it was important for people to understand that the city is not going to pursue anything until they take ownership of the Croft Mine.

Traylor questioned if James is working on a procedure sheet on how to fill potholes; some of the potholes that were fixed are like speed bumps. There are many streets in need of dire repair, and it needs to be kept up.

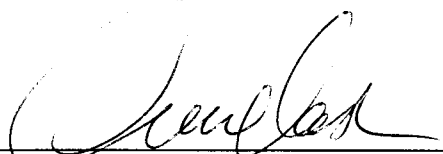
Mayor Cash stated that James is working on it, it is on his agenda.

The road repair in the cemetery, by Anderson Brothers, has not started yet; it will not interfere with Memorial Weekend.

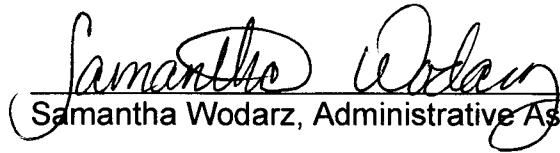
### 9. Adjournment

**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA TO ADJOURN AT 7:26 P.M.**

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



Diane Cash, Mayor



Samantha Wodarz, Administrative Assistant