

Crosby City Council Agenda
Monday, August 11, 2025
6:00 p.m. Regular Meeting

- 1. Pledge of Allegiance**
- 2. Call Regular Meeting to Order**
- 3. Adopt Agenda**
- 4. Approve Consent Agenda**
 - a) Accept Donations and Acknowledge Donors
 - b) Approve Minutes from July 28, 2025, Regular Meeting
 - c) Approve August 4, 2025, Pre-Approved Claims
 - d) Approve August 11, 2025, Claims
 - e) Appoint Marsha Larson as Commissioner to the Crosby HRA per Mayor Recommendation for a term to expire August 31, 2029.
 - f) Approve Police Department Staffing Requests
 - g) Approve Public Works Department Staffing Requests
 - h) Discuss Approve Fire Department Staffing Requests
- 5. Public Comments**
- 6. Old Business**
- 7. New Business**
 - a. Discuss/Approve SE Improvement Project Pay Request No.7 In The Amount of \$139,527.51
- 9. Reports**
 - A. Police Chief
 - B. Fire Chief
 - C. Hallett Center
 - D. Library
 - E. Public Works
 - F. City Administrator
 - G. Mayor/Committee
- 10. Adjournment**

Agenda items and supporting documentation are due to the City Clerk's office by noon the Wednesday prior to the meeting. Items that are not on the agenda may not be considered during the meeting. If you are going to give a report or if you wish to speak to the Mayor and Council under Public Comments, you must approach the microphone and state your full name and address. You will be restricted to 3-5 minutes and no Council action will be taken.

Please turn off your cell phone when entering the Council Chambers. Thank you.

CITY OF CROSBY

REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025

DEPARTMENT: Administrator

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Accept Donations

BACKGROUND: Per MN Statute 465.03 GIFTS TO MUNICIPALITIES any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. **Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.**

OBJECTIVE: Accept donations in conformity with MN Statute 465.03

STAFF RECOMMENDATIONS: Accept donations.

BUDGET IMPLICATIONS:

COUNCIL ACTION REQUESTED: Approve resolution to graciously accept donations and use funds as requested by the donors or grant requirements.

ATTACHMENT: Resolution

**CITY OF CROSBY
RESOLUTION 2025-23-0811**

**RESOLUTION ACCEPTING DONATIONS AND/OR GRANTS
RECEIVED IN THE MONTH OF JULY 2025**

WHEREAS, The City of Crosby is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>	<u>Terms or Conditions</u>
Garden Club of Cuyuna Lakes	\$300.00	Jessie F. Hallett Memorial Library— Childrens’ Book and Puzzles on Gardening and Pollinators
Harold and Marie White	\$100.00	Jessie F. Hallett Memorial Library In Memory of Kim White
Cash Donations	\$100.00	Jessie F. Hallett Memorial Library Donations/Contributions
Graphic Packaging	\$500.00	Crosby Fire Department

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSBY, MINNESOTA, that all donations/grants described are hereby graciously accepted by the City of Crosby and shall be used as requested by the donors or grant requirements.

BE IT FURTHER RESOLVED THAT: The Crosby City Council expresses its gratitude for the donation.

Adopted this 11th day of August, 2025, by the Crosby City Council.

Diane Cash, Mayor

ATTEST:

Trish Harren, City Administrator

CITY OF CROSBY
REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025	DEPARTMENT: Administrator
------------------------	----------------------------------

APPROVAL REQUIRED: Simple Majority of Council
--

ITEM DESCRIPTION: Approve Minutes
--

BACKGROUND: City Council must formally approve all minutes of city council meetings.

OBJECTIVE: Provide account of all City Council actions and keep historic record of all actions.

STAFF RECOMMENDATIONS: Approve subject to requested revisions and clerical corrections.

BUDGET IMPLICATIONS:

COUNCIL ACTION REQUESTED: Approve as part of consent agenda minutes of City Council meeting.

ATTACHMENT: Minutes

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, July 28, 2025, at 6:00 p.m.

Members Present: Mayor Cash; Members Traylor, Heglund, Lewis and Jarvela

Members Absent: None

Staff Present: City Administrator Harren; City Engineer Phil Martin; Zoning Administrator Mitch Hinnenkamp; Building Official Scott Sadusky; Head Librarian Abby Smith; and Administrative Assistant Dianne Howard.

1. Call Regular Meeting to Order

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

2. Pledge of Allegiance

Mayor Cash led the Pledge of Allegiance

3. Approval of the Agenda

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

4. Consent Agenda

- A. Approval of Minutes for July 14, 2025
- B. Approval of Claims
- C. Ratify hiring of Nathaniel Deshayes of Public Works Driver
- D. Approve declaration of 2018 Dodge Charger and 2018 Dodge Durango surplus property and authorize disposition through GovDeals online auction
- E. Approve declaration of Forfeiture Vehicle 2013 Ford Taurus as surplus property and authorize disposition through GovDeals online auction
- F. Approval of Temporary On-Sale Liquor License for St. Joseph's Catholic Church for Fall Festival
- G. Approve sprinkler system inspection and system repairs at HCC
- H. Approve quote from Majestic Creations for City Hall sprinkler system repair
- I. Approve quote from Concrete Lifting Solution for concrete repair at Post Office and California Burrito locations
- J. Approve W.W. Goetsch quote in inspect lift stations
- K. Approval of Extra Duty Pay for Employee #147 and Employee #144

MEMBER TRAYLOR MOVED TO APPROVE THE REVISED CONSENT AGENDA, MOVING ITEM C. TO NEW BUSINESS ITEM E.; MOVING ITEM I. TO NEW BUSINESS ITEM F.; MOVING ITEM J. TO NEW BUSINESS ITEM G.; AND MOVING ITEM K. TO NEW BUSINESS ITEM H. MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

5. Public Comments

a. Deryk Enlund—Lakes Gas Flooding Issue

Mr. Enlund stated that the Lakes Gas shop has been flooding due to the extreme rainfall this year; at one time they had up to 3 inches of water in the shop. He is proposing a trench to redirect the water that is coming down from 1077 1st Street SW. The Lakes Gas location is a natural low spot. Council discussion continued. Engineer Martin will address this issue later in the meeting.

6. Reports

- A. Building Inspector—submitted his report
- B. Zoning Administrator—submitted his report
- C. City Engineer—will give his report later in the meeting

7. Old Business

- a. Discuss/Approve Change Order No. 2, regarding contamination mitigation Potential impact of \$347,124.10 with eligibility for up to 90% from the Petro Fund.

Engineer Martin noted that Ryan Contracting was the successful bidder to address contamination in the north alley between 3rd Avenue W and 2nd Avenue W that was discovered after the SE Alley Improvement Project started. The city went out to bid to address the contamination. Two bids were received. Ryan Contracting was the successful bidder. Since Ryan is the general contractor on the SE Alley Improvement Project this additional work can be added to the existing contract through a change order.

This change order formalizes the acceptance of the bid into the overall project cost. The change order is for the full amount of the bid \$347,124.10 which includes \$150,000 to mobilize a portable decontamination skid. Since the bid we let, an alternative cost saving remedy directly sending the water to Serpent Lake Sanitary Sewer System for treatment has been agreed upon. If this is successful, the skid may not be needed and a reduction in the change order cost could be reflected. Council discussion continued.

MAYOR CASH MOVED TO APPROVE CHANGE ORDER NO. 2 SE WATER/SEWER IMPROVEMENT PROJECT. MEMBER TRAYLOR SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

8. New Business

- A. Discuss/Approve Library Staffing Actions. Administrator Harren explained the needed staffing changes:
- a. Accept the Resignation of Jill Mertes as PT Library Aide
 - b. Accept Resignation of Sandra Arcand as Substitute Library Aide
 - c. Discuss/Approve Advertising to fill vacated PT Library Aide
 - d. Discuss/Approve hiring Jill Mertes as Substitute Library Aide

MEMBER TRAYLOR MOVED TO ACCEPT THE RESIGNATION OF JILL MERTES AS PT LIBRARY AIDE; ACCEPT THE RESIGNATION OF SANDRA ARCAND AS SUBSTITUTE LIBRARY AIDE; APPROVE ADVERTISING TO FILL VACATED PT LIBRARY AIDE; APPROVE HIRING JILL MERTES AS THE SUBSTITUTE LIBRARY AIDE. MEMBER HEGLUND SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- B. Consider approval of Resolution to Authorize Administration to Pay Certain Claims

Administrator Harren reported that Minnesota State Statute 412.271, Subd. 8 authorizes the Council to delegate the authority to pay certain claims made against the City to a city administrative official. Minnesota State Statute 471.425 requires Minnesota cities to pay bills within 35 days from the “date of receipt” defined as the completed delivery of goods and services or the satisfactory installation, assembly or specified portion thereof, or the receipt of the invoice for the delivery of goods or services, whichever is lesser.

Administrator Harren explained that staff is asking Council to delegate authority to pay regular and routine bills to the administrative division as we are unable to meet due dates causing late fees. If approved, the claim register for any regular and routine bills or ones with late fee issues would be paid and a claim register would be presented for ratification.

MEMBER LEWIS MOVED TO APPROVE RESOLUTION 2025-22-0728 AUTHORIZING ADMINISTRATION TO MAKE PAYMENTS OF REGULAR

AND ROUTINE BILLS. MEMBER TRAYLOR SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- C. Discuss/Approve Resolution Requesting Street Project to be included in the 2026 Bonding Bill

Administrator Harren reported that the City would like to reapply for inclusion in the 2026 bonding bill for street project is 1st Street N between 3rd Avenue E. and 3rd Avenue W.

MEMBER TRAYLOR MOVED TO APPROVE RESOLUTION 2025-21-0728 AUTHORIZING A 2026 CAPITAL BUDGET REQUEST TO THE STATE OF MINNESOTA FOR A STREET PROJECT. MEMBER HEGLUND SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- D. Consider establishing a Subcommittee like that established for the Cannabis Business Regulations Discussions to discuss a series of ordinance amendments to address areas of the City Code, Chapter 154 that may need clarification, removal or additional provisions

Zoning Administrator Hinnenkamp advised council that there are several parts of City Code Chapter 154 that are dated and/or lack clarity. Creation of a subcommittee to review such parts of the Code would speed up addressing planning and zoning questions that can be interpreted in multiple ways. The committee would be comprised of two Planning and zoning Commission members, two City Council members and two City staff. This request was brought to Planning Commission and approved. Council discussion continued. Member Lewis and Mayor Cash both volunteered to serve on this subcommittee.

MEMBER TRAYLOR MOVED TO APPROVE THE ESTABLISHMENT OF AN ORDINANCE REVISION COMMITTEE FOR CITY CODE, CHAPTER 154. MEMBER LEWIS AND MAYOR CASH VOLUNTEERED TO SERVE ON THE ORDINANCE REVISION SUBCOMMITTEE. MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- E. Ratify hiring of Nathaniel Deshayes of Public Works Driver—Administrator Harren stated that the Council had previously approved advertising and interviewing of candidates for the Public Works Driver position. Mr. Deshayes was the highest scoring candidate during interviews, had a variety of Public Works experience and is

recommended for approval by the Personnel Committee subject to passing the background check and physical. Council discussion continued.

MEMBER HEGLUND MOVED TO APPROVE THE HIRE OF NATANIEL DESHAYES AS PUBLIC WORKS DRIVER, PENDING A BACKGROUND CHECK, AT GRADE 5, STEP 8, WHICH WOULD BE \$26.76/HOUR ON THE 2025 PAY GRID ON A PROBATIONARY BASIS. MEMBER TRAYLOR SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- F. Approve quote from Concrete Lifting Solution for concrete repair at Post Office and California Burrito locations.

Member Traylor asked if this contractor could also look at the concrete beside the clock in the City Plaza as it is 2-3 inches higher and is a tripping hazard. There are currently cones around this problem area. Council discussion continued. Concrete lifting or a possible fence were options that were discussed. Further investigation into this problem by the City Engineer was decided upon.

MEMBER TRAYLOR MOVED TO APPROVE THE QUOTE FROM CONCRETE LIFTING SOLUTION FOR CONCRETE REPAIR AT THE POST OFFICE AND CALIFORNIA BURRITO LOCATIONS AS WELL AS FURTHER INVESTIGATION INTO THE CONCRETE TRIPPING HAZARD IN THE CITY PLAZA BY THE CITY ENGINEER AND IF IT ALSO NEEDS REPAIR. MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- G. Approve WW Goetsch quote to inspection lift stations.

Administrator Harren stated that these inspections have historically been done annually. However, the city fell off its schedule. This item was brought to the Public Works Committee and recommended for approval. Member Traylor asked that WW Goetsch provide an inspection list and check off the services that they provided for Council review.

MEMBER TRAYLOR MOVED TO AUTHORIZE WW GOETSCH TO COMPLETE THE LIFT STATION PREVENATIVE MAINTENANCE INSPECTIONS AT A COST OF \$1,675.00. MEMBER LEWIS SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

- H. Approval of Extra Duty Pay for Employee #144 and Employee #147.

Administrator Harren requested extra duty pay for the Utility Billing Clerk and the Administrative Assistant, in the amount of \$1920.00 each, in recognition of their exemplary service during the vacancies of the Deputy Clerk and City Administrator positions. During a four-month period, both employees assumed sustained and substantial additional responsibilities to keep the City's essential operations running.

MEMBER HEGLUND MOVED TO APPROVE EXTRA DUTY PAY FOR EMPLOYEES #144 AND #147 IN THE AMOUNT OF \$1920.00 EACH FOR THEIR SERVICES DURING THE CRITICAL TRANSITION PERIOD. MAYOR CASH SECONDED THE MOTION. THE MOTION PASSED BY A VOTE OF 5-0.

Engineer Martin responded to the flooding concern expressed by Deryk Enlund—Lakes Gas. He noted that the mapping contours would indicate that water would flow from the City shop past the Rapp building toward Lakes Gas. However, this is the first time in his history with the City of Crosby that a flooding concern has been brought to his attention. There have been multiple high volume rain events that could have created an exception and led to the three flooding events that Mr. Enlund noted. Engineer Martin will research it further and follow up.

City Engineer Martin shared that we are still waiting for formal approval of the grant funding for the private lead service line replacements. Of the approximate 26 properties eligible for grant funding, 10 have submitted quotes and been approved for installation. The deadline to apply for a grant is August 1, 2025. It does not appear that the full amount of the grant will be expended. Likely there will be additional dollars available to cover replacements exceeding the \$8,000 grant maximum.

Graphic Packaging now has water and fire suppression on the west side of their building, and most of 10-inch main as well. Bacteria and pressure testing still must be done. The neighboring properties are currently being served, but some are on temporary service.

Mayor Cash had questions regarding the streetlights along Hwy 6 north of Main Street. The city thought these were MnDOT's lights. However, the City recently learned they are the City's lights. Mayor Cash asked who the electrician was who did the lighting on 210/Main Street as part of the street reconstruction. City Engineer Martin recommends using Holden Electrical to look at them for consistency. Council discussion continued.

Inspector Sadusky advised that he had submitted his report and would stand for questions. He noted that the laundromat interior renovation is complete, and they are now working on the exterior including re-roofing that building.

Zoning Administrator Hinnenkamp advised that he had submitted his staff report and would stand for questions. Zoning Administrator Hinnenkamp reported briefly on the sign ordinance.

9. Adjournment

**MEMBER LEWIS MOVED TO ADJOURN THE MEETING AT 7:19 P.M.
MEMBER JARVELA SECONDED THE MOTION. THE MOTION PASSED BY
A VOTE OF 5-0.**

Diane Cash, Mayor

Trish Harren, City Administrator

CITY OF CROSBY
REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025

DEPARTMENT: Administrator

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Approve Pre-Approved Claims

BACKGROUND: Approve payment of claims as submitted in the Payment Approval Report for 8/4/25.

OBJECTIVE: Review and approve claim register for bills authorized for prepayment.

STAFF RECOMMENDATIONS: Approve register of pre-paid bills.

BUDGET IMPLICATIONS: 8/4/2025 Claims in the amount of 420,9290.35.

COUNCIL ACTION REQUESTED: Approve as part of consent agenda unless there are questions. Invoices will be at the table for review if requested.

This AP run includes a check for principal and interest for our Minnesota Public Finance Authority Loans in the amount of \$403,748. MFPA payments are due twice a year. February is interest only and August is principal and interest.

ATTACHMENT: 8/4/2025 Payment Approval Report

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ACTIVE911 INC							
3504	ACTIVE911 INC	634948	100-42200-320	ACTIVEALERT SUBSCRIPTION	05/21/2025	486.00	486.00
Total ACTIVE911 INC:						486.00	
EAST SIDE OIL COMPANY							
1093	EAST SIDE OIL COMPANY	R118731	100-43100-321	OIL FILTERS & ANTIFREEZE	07/17/2025	25.00	25.00
Total EAST SIDE OIL COMPANY:						25.00	
MINNESOTA ENERGY RESOURCES							
2647	MINNESOTA ENERGY RESOURCES	5557999238	100-42200-380	JUNE METER 20156742	07/21/2025	47.81	.00
2647	MINNESOTA ENERGY RESOURCES	5557999238	100-42200-380	JUNE METER 20156742	07/21/2025	47.81	47.81
2647	MINNESOTA ENERGY RESOURCES	55580090204	100-41940-380	JUNE METER 2003001	07/21/2025	262.00	.00
2647	MINNESOTA ENERGY RESOURCES	55580090204	100-41940-380	JUNE METER 2003001	07/21/2025	57.55	57.55
2647	MINNESOTA ENERGY RESOURCES	5558146781	100-45200-380	MAY METER 20063705	07/21/2025	68.31	.00
2647	MINNESOTA ENERGY RESOURCES	5558146781	100-45200-380	MAY METER 20063705	07/21/2025	68.31	68.31
2647	MINNESOTA ENERGY RESOURCES	5558457586	206-45531-380	JUNE METER NGM69067	07/21/2025	18.00	.00
2647	MINNESOTA ENERGY RESOURCES	5558457586	206-45531-380	METER NGM69067	07/21/2025	18.00	18.00
2647	MINNESOTA ENERGY RESOURCES	5558911204	100-43100-380	JUNE METER 20123215	07/21/2025	46.56	46.56
2647	MINNESOTA ENERGY RESOURCES	5559031602	206-45531-380	METER NGM691828	07/21/2025	1,840.64	.00
2647	MINNESOTA ENERGY RESOURCES	5559031602	206-45531-380	METER NGM691828	07/21/2025	1,041.64	1,041.64
2647	MINNESOTA ENERGY RESOURCES	5559357991	600-49400-380	JUNE METER 20030230	07/21/2025	45.00	.00
2647	MINNESOTA ENERGY RESOURCES	5559357991	600-49400-380	JUNE METER 20030230	07/21/2025	45.00	45.00
2647	MINNESOTA ENERGY RESOURCES	558911204	100-43100-380	JUNE METER 20123215	07/21/2025	46.56	.00
Total MINNESOTA ENERGY RESOURCES:						3,653.19	
MINNESOTA POWER							
10	MINNESOTA POWER	048059646194	100-43100-380	SIREN SW - 06/10 - 07/11	07/17/2025	20.09	20.09
10	MINNESOTA POWER	053304052775	100-45200-380	NE SOFTBL FIELD - 5/11 - 6/10	07/17/2025	19.01	19.01
10	MINNESOTA POWER	057893886844	601-49450-380	1ST ST SW LIFT STATION - 06/09 - 07/17	07/17/2025	40.83	40.83
10	MINNESOTA POWER	063015075636	100-45200-380	HOCKEY RINK - 06/10 - 07/11	07/17/2025	19.01	19.01
10	MINNESOTA POWER	075921460797	100-43160-380	22775 COUNTY RD31 - 05/27 - 07/17	07/17/2025	613.40	613.40
10	MINNESOTA POWER	097637550842	100-41940-380	2 2NS ST SW CITY HALL - 06/09 - 07/13	07/17/2025	734.77	734.77
10	MINNESOTA POWER	097637550842	600-49400-380	405 6TH ST NE WATER TREATMENT PLANT - 06/06	07/17/2025	1,294.29	1,294.29
10	MINNESOTA POWER	097637550842	600-49400-380	9051ST ST SW - 06/09 - 07/13	07/17/2025	52.70	52.70
10	MINNESOTA POWER	097637550842	600-49400-380	308 2ND ST SE WATERSUPPLY PUMP - 06/09 - 07/1	07/17/2025	766.07	766.07
10	MINNESOTA POWER	106647373607	100-49010-380	HC 61 LAKEWOOD CEMETERY - 06/10 - 07/11	07/17/2025	21.29	21.29
10	MINNESOTA POWER	151699769161	100-43160-380	1ST ST & 2ND AVE SE - 06/18 - 07/17	07/17/2025	1,206.35	1,206.35
10	MINNESOTA POWER	152024856813	601-49450-380	LIFT STATION 06/09 - 07/09	07/17/2025	29.43	29.43

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
10	MINNESOTA POWER	161656834380	100-43160-380	101 1ST ST SE - 05/30 - 7/17	07/17/2025	467.77	467.77
10	MINNESOTA POWER	170958290485	100-43100-380	1077 1ST ST SW CITY GARAGE - 06/9 - 07/09	07/17/2025	246.57	246.57
10	MINNESOTA POWER	178881183134	601-49450-380	3RD AVE NE LIFT PUMP - 06/09 - 07/09	07/17/2025	54.72	54.72
10	MINNESOTA POWER	202717201433	100-42200-380	FIRE HALL - 5/11 - 06/10 - 07/11	07/17/2025	352.07	352.07
10	MINNESOTA POWER	205614958575	200-45500-380	1ST ST SE-LIBRARY 06/10 - 07/17	07/17/2025	834.53	834.53
10	MINNESOTA POWER	227912355913	100-43160-380	W MAIN ST SIGN - 06/10 - 07/11	07/17/2025	22.05	22.05
10	MINNESOTA POWER	283560412502	100-45200-380	PARK OUTLET - 06/10 - 07/11	07/17/2025	23.89	23.89
10	MINNESOTA POWER	306685810608	100-45200-380	PARK - 06/09 - 07/17	07/17/2025	236.85	236.85
10	MINNESOTA POWER	413061542639	100-49010-380	WOOD AVE CEMETERY - 06/10 - 07/11	07/17/2025	21.67	21.67
10	MINNESOTA POWER	567397892279	601-49450-380	DEBLOCK DR - 06/10 - 07/11	07/17/2025	24.09	24.09
10	MINNESOTA POWER	571438164779	206-45531-380	470 8TH AVE NE HCC - 06/10 - 07/10	07/17/2025	3,913.04	3,913.04
10	MINNESOTA POWER	865818514751	100-43160-380	8 3RD ST NW - 06/18 - 07/17	07/17/2025	1,138.74	1,138.74
10	MINNESOTA POWER	883050759856	204-41405-380	1ST ST SE VISITORS CENTER - 06/15 - 07/16	07/17/2025	50.31	50.31
10	MINNESOTA POWER	883050759856	100-45200-380	1ST ST SE VISITORS CENTER - 06/15 - 07/16	07/17/2025	50.30	50.30
10	MINNESOTA POWER	968259684256	100-45200-380	PARK BANDSTAND - 06/10 - 07/11	07/17/2025	283.37	283.37
Total MINNESOTA POWER:						12,537.21	
MINNESOTA PUBLIC FACILITIES AUTHORITY							
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-09-0051	605-47200-610	2010-DWRF WATER REV BOND-INT	07/21/2017	14,834.24	14,834.24
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-09-0051	605-47100-600	2010-DWRF WATER REV BOND-PRIN	07/21/2017	165,000.00	165,000.00
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-CWRF-L	606-47200-610	2016-CWRF UTIL IMP BOND-INT	01/03/2017	1,840.00	1,840.00
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-CWRF-L	606-47100-600	2016-CWRF UTIL IMP BOND-PRIN	01/03/2017	32,000.00	32,000.00
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-CWRF-L	609-47200-620	2023-CWRF SEWER 1ST & 4TH ST-INT	08/01/2025	6,776.85	6,776.85
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-CWRF-L	609-47100-605	2023-CWRF SEWER 1ST & 4TH ST-PRIN	08/01/2025	31,000.00	31,000.00
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-DWRF-L	607-47200-610	2016-DWRF UTIL IMP BOND-INT	08/01/2025	3,120.00	3,120.00
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-DWRF-L	607-47100-600	2016-DWRF UTIL IMP BOND-PRIN	08/01/2025	54,000.00	54,000.00
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-DWRF-L	609-47200-610	2023-CWRF WATER 1ST & 4TH ST-INT	08/01/2025	17,176.91	17,176.91
2681	MINNESOTA PUBLIC FACILITIES AUTH	MPFA-DWRF-L	609-47100-600	2023-CWRF WATER 1ST & 4TH ST-PRIN	08/01/2025	78,000.00	78,000.00
Total MINNESOTA PUBLIC FACILITIES AUTHORITY:						403,748.00	
SPECTRUM BUSINESS							
3727	SPECTRUM BUSINESS	175594401071	600-49400-320	COMMUNICATIONS 07/14 - 08/13	07/14/2025	51.18	51.18
Total SPECTRUM BUSINESS:						51.18	
THE OFFICE SHOP CONTRACTS							
3719	THE OFFICE SHOP CONTRACTS	AR1925160	100-41940-400	COPIER MAINTENANCE - 06/01 - 06/30	05/22/2025	115.35	115.35
3719	THE OFFICE SHOP CONTRACTS	AR1925161	204-41405-300	COPIER MAINTENANCE - 06/01 - 08/31	05/22/2025	55.22	55.22
3719	THE OFFICE SHOP CONTRACTS	AR1947064	100-41940-400	COPIER MAINTENANCE AGREEMENT - 08/01 - 08/3	07/23/2025	258.20	258.20

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total THE OFFICE SHOP CONTRACTS:						428.77	
Grand Totals:						420,929.35	

CITY OF CROSBY
REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025

DEPARTMENT: Administrator

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Approve Claims

BACKGROUND: Approve payment of claims as submitted in the Payment Approval Report dated 8/07/25.

OBJECTIVE: Review and approve bills for payment.

STAFF RECOMMENDATIONS: Approve payment of bills.

BUDGET IMPLICATIONS: Claims total is \$150,669.55.

COUNCIL ACTION REQUESTED: Approve payment of claims as presented as part of consent agenda unless there are questions. Invoices will be at the table for review.

ATTACHMENT: 8/11/2025 Payment Approval Report

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
ABDO LLP							
3705	ABDO LLP	509086	100-41940-300	CONSULTING - FINANCIAL SERVICES	06/30/2025	697.50	697.50
3705	ABDO LLP	510136	100-41940-300	CONSULTING - FINANCIAL OPERATIONS	07/21/2025	542.50	542.50
Total ABDO LLP:						1,240.00	
ALTERGOTT, THOMAS M							
500	ALTERGOTT, THOMAS M	5275	100-49010-210	PUMPING OUTHOUSE	07/09/2025	205.00	205.00
Total ALTERGOTT, THOMAS M:						205.00	
BOLTON & MENK INC							
2505	BOLTON & MENK INC	0367134	452-41700-300	1ST & 2ND ST S PROJ - -CONSTRUCTION STAKING	06/30/2025	1,367.50	1,367.50
2505	BOLTON & MENK INC	0367140	455-41700-300	3RD STREET NORTH ALLEY PROJ - CONSTRUCTI	06/30/2025	1,920.00	1,920.00
Total BOLTON & MENK INC:						3,287.50	
CINTAS							
3626	CINTAS	4237453594	600-49400-210	SCRAPER, MATS, CRT CABINET, DISPOIABLE PAP	07/21/2025	51.27	51.27
Total CINTAS:						51.27	
CROSBY ACE HARDWARE							
590	CROSBY ACE HARDWARE	1055/10	100-43100-210	5 USB CHARGER PVC BLK	07/23/2025	21.99	21.99
590	CROSBY ACE HARDWARE	11033/10	100-42200-210	TRUFUEL 50:1 32OZ	07/21/2025	59.94	59.94
590	CROSBY ACE HARDWARE	11041-10	600-49400-210	CLAMP 2 5/16 TO 3 1/4, CLAMP 2 9/16 TO 3 1/2	07/22/2025	7.98	7.98
590	CROSBY ACE HARDWARE	11054/10	100-45200-210	PAINT	07/23/2025	28.35	28.35
590	CROSBY ACE HARDWARE	11084/10	100-45200-210	KEYCRAFTER #66 BRASS KEY	07/28/2025	29.94	29.94
590	CROSBY ACE HARDWARE	11093/10	100-43100-210	THREADLOCKER BLU, SHOVEL RND PNT	07/29/2025	79.98	79.98
590	CROSBY ACE HARDWARE	11096/10	100-43100-210	AIR FILTER SCREW FABRICATON - PUSH MOWER	07/29/2025	2.19	2.19
590	CROSBY ACE HARDWARE	11097/10	100-43100-210	ITCH BAL STL SLV 10000LB, HITCH PIN&CLIP STL S	07/29/2025	29.98	29.98
590	CROSBY ACE HARDWARE	11111/10	100-49010-210	HANDLE T LOCKING GARAGE, LET GARGE LIGHT	07/30/2025	57.97	57.97
590	CROSBY ACE HARDWARE	11116/10	100-43100-210	IGHTER THREE FLINT	07/31/2025	9.99	9.99
590	CROSBY ACE HARDWARE	11119/10	100-49010-210	MULTI TOOL HANGERS, HOOKS STORGE, CLIP SP	08/01/2025	62.96	62.96
Total CROSBY ACE HARDWARE:						391.27	
CUYUNA COUNTRY AUTO CENTER							
279	CUYUNA COUNTRY AUTO CENTER	92226	100-43100-210	TURN SIGNAL RELAY	05/16/2025	212.86	212.86

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total CUYUNA COUNTRY AUTO CENTER:						212.86	
CUYUNA LAKES PARTS CITY							
3581	CUYUNA LAKES PARTS CITY	71-232991	100-43100-210	F250 OILCHANGE & SERVICE	07/22/2025	39.01	39.01
3581	CUYUNA LAKES PARTS CITY	71-233002	100-43100-210	SHOP SUPPLIES REPLACE BROKEN	07/22/2025	38.55	38.55
3581	CUYUNA LAKES PARTS CITY	71-233007	100-43100-210	PARK F250 - 16OZ MOTOR TREATMENT, WIPER FL	07/22/2025	13.25	13.25
3581	CUYUNA LAKES PARTS CITY	71-233119	100-43100-210	PASSENGER REAR CIRCLE RUNNING LIGHT	07/24/2025	13.69	13.69
3581	CUYUNA LAKES PARTS CITY	71-233122	100-43100-210	2006 F350SERVICE, FUEL/AIR FILTERS	07/24/2025	127.76	127.76
3581	CUYUNA LAKES PARTS CITY	71-233181	100-43100-210	2006 F350REPLACED WRONG OIIL FILTER	07/25/2025	21.84	21.84
3581	CUYUNA LAKES PARTS CITY	71-233226	100-43100-210	2006 F350 - LINKAGE TURNOFF	07/25/2025	9.49	9.49
3581	CUYUNA LAKES PARTS CITY	71-233538	100-43100-210	F350 - SERPETINE BELT, BELT TENSIONER, IDLER	07/01/2025	161.67	161.67
3581	CUYUNA LAKES PARTS CITY	71-233596	100-43100-210	2006 F350, NEW IDLER PULLEY	08/01/2025	38.94	38.94
3581	CUYUNA LAKES PARTS CITY	71-233666	100-42100-550	STOP/TURN/TAIL	08/02/2025	3.95	3.95
Total CUYUNA LAKES PARTS CITY:						468.15	
DAHLHEIMER BEVERAGE							
3277	DAHLHEIMER BEVERAGE	2524698	100-43100-210	TOLIET PAPER, URINALBLOCKS	07/22/2025	84.00	84.00
Total DAHLHEIMER BEVERAGE:						84.00	
DOTZLER POWER EQUIPMENT							
2264	DOTZLER POWER EQUIPMENT	46043	100-42200-210	CARBIDE CHAIN 56 DL .050	07/23/2025	150.00	150.00
Total DOTZLER POWER EQUIPMENT:						150.00	
FIRSTNET AT&T MOBILITY							
622	FIRSTNET AT&T MOBILITY	287303603670	100-42100-320	PHONE/BODY CAM -	07/25/2025	903.24	903.24
Total FIRSTNET AT&T MOBILITY:						903.24	
GALLS LLC							
181	GALLS LLC	032012247	100-42100-213	AE BRAVO OVERT CARREIRE, ID PLACARD	07/23/2025	495.48	495.48
181	GALLS LLC	032012249	100-42100-213	ARMOR EXPRESS RAZOR, ARA SHOCK PLATE, AE	07/23/2025	2,085.90	2,085.90
Total GALLS LLC:						2,581.38	
GOPHER STATE ONE CALL							
7	GOPHER STATE ONE CALL	5070322	600-49400-300	FAX NOTIFICATIONS/TICKETS	07/31/2025	67.50	67.50

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total GOPHER STATE ONE CALL:						67.50	
GRANITE CITY JOBBING CO INC							
580	GRANITE CITY JOBBING CO INC	471698	206-45531-210	TOWEL ROLLS, TISSUE	08/01/2025	180.54	180.54
Total GRANITE CITY JOBBING CO INC:						180.54	
HACH COMPANY							
975	HACH COMPANY	14595652	600-49400-210	WATER DEIONIZED, ALAKLINE CYANIDE RGT	07/25/2025	93.55	93.55
975	HACH COMPANY	14599163	600-49400-210	SPADNS2(ARSENIC FREE)FLUORIDE RGT	07/28/2025	119.38	119.38
975	HACH COMPANY	14607387	600-49400-210	ASCORBIC ACID PWD PLWS	08/01/2025	79.70	79.70
Total HACH COMPANY:						292.63	
HOLDEN ELECTRIC CO INC							
470	HOLDEN ELECTRIC CO INC	80861	206-45531-300	REPLACE SUANA SWITCH	07/24/2025	286.00	286.00
Total HOLDEN ELECTRIC CO INC:						286.00	
HOLMVIG EXCAVATING LLC							
1783	HOLMVIG EXCAVATING LLC	11216	100-45200-210	BOAT LANDING - LOADS OF ROCK	06/30/2025	1,160.00	1,160.00
Total HOLMVIG EXCAVATING LLC:						1,160.00	
LAKES AREA WILDLIFE CONTROL							
578	LAKES AREA WILDLIFE CONTROL	14916	100-42700-300	ANIMALCONTROL	07/31/2025	583.50	583.50
Total LAKES AREA WILDLIFE CONTROL:						583.50	
MACQUEEN EQUIPMENT INC							
384	MACQUEEN EQUIPMENT INC	P66457	100-43100-210	GB PELICAN PAT U2E, GB PELICAN PAN 21WHP, PI	07/25/2025	2,856.33	2,856.33
Total MACQUEEN EQUIPMENT INC:						2,856.33	
MID AMERICAN RESEARCH CHEMICAL							
960	MID AMERICAN RESEARCH CHEMICA	0854326-IN	100-49010-210	DOUBLE STRENGTH SUPER-ZYME 05	07/17/2025	681.76	681.76
Total MID AMERICAN RESEARCH CHEMICAL:						681.76	

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
MIDWAY FORD COMPANY							
3744	MIDWAY FORD COMPANY	138204	100-49600-530	2025 FORD F350	07/30/2025	50,000.00	50,000.00
3744	MIDWAY FORD COMPANY	138204	100-43100-550	2025 FORD F350	07/30/2025	3,892.13	3,892.13
Total MIDWAY FORD COMPANY:						53,892.13	
MIDWEST MACHINERY CO							
3220	MIDWEST MACHINERY CO	10570142	100-43100-210	CLAMP, CLIP WIRING HARNESS FULE PUMP, REG	07/30/2025	300.14	300.14
3220	MIDWEST MACHINERY CO	10575042	100-43100-210	GX22576 SCREW	08/01/2025	.95	.95
Total MIDWEST MACHINERY CO:						301.09	
MIDWEST SECURITY AND FIRE							
190	MIDWEST SECURITY AND FIRE	R29124	100-41940-300	MONITORING AND VIRTUAL KEYPAD 09/01/25 TO 0	08/02/2025	1,055.76	1,055.76
Total MIDWEST SECURITY AND FIRE:						1,055.76	
MILLS MOTORS INC							
651	MILLS MOTORS INC	287750	100-43100-210	W713172*S901 BOLT	07/28/2025	37.50	37.50
Total MILLS MOTORS INC:						37.50	
MINNESOTA STATE FIRE CHIEFS ASSOC.							
119	MINNESOTA STATE FIRE CHIEFS ASS	9519	100-42200-310	2025 ANNUAL CONFERENCE	08/06/2025	1,600.00	1,600.00
Total MINNESOTA STATE FIRE CHIEFS ASSOC.:						1,600.00	
NARDINI FIRE EQUIPMENT							
2596	NARDINI FIRE EQUIPMENT	IVN00325042	100-42200-210	INSPECTION ABC FIRE EXT, DISPATCH AND COMP	04/22/2025	329.00	329.00
Total NARDINI FIRE EQUIPMENT:						329.00	
NORTHLAND SECURITIES INC							
3395	NORTHLAND SECURITIES INC	INV-1595	241-49300-300	2024 ANNUAL TIF REPORTING	07/29/2025	1,250.00	1,250.00
Total NORTHLAND SECURITIES INC:						1,250.00	
PEOPLES SECURITY							
1889	PEOPLES SECURITY	272115	100-43100-300	Garage Site - 08/01/25 - 8/31/25	07/31/2025	47.99	47.99
1889	PEOPLES SECURITY	272115	206-45531-300	HCC SECURITY SERIVES 08/01/25 TO 08/31/25	07/31/2025	23.99	23.99
1889	PEOPLES SECURITY	272115	600-49400-300	Water Treatment Plant - 08/01 - 08/31	07/31/2025	23.99	23.99

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
Total PEOPLES SECURITY:						95.97	
RANGE DISPOSAL SERVICE INC							
23	RANGE DISPOSAL SERVICE INC	07/25/25	603-49515-250	CITY REFUSE COLLECTION CART MAINT 799 - JUL	08/03/2025	13,001.41	13,001.41
23	RANGE DISPOSAL SERVICE INC	07/25/25	100-45200-380	CITY PARK AND CAMPGROUND - JULY 2025	08/03/2025	866.97	866.97
23	RANGE DISPOSAL SERVICE INC	07/25/25	206-45531-380	HCC REFUSE COLLECTION - JULY 2025	08/03/2025	114.08	114.08
23	RANGE DISPOSAL SERVICE INC	07/25/25	100-43100-380	CITY GARAGE - JULY 2025	08/03/2025	109.62	109.62
Total RANGE DISPOSAL SERVICE INC:						14,092.08	
RATWIK ROSZAK & MALONEY PA							
3551	RATWIK ROSZAK & MALONEY PA	070125	100-41600-300	PROFESSIONAL SERVICES	07/01/2025	2,606.64	2,606.64
Total RATWIK ROSZAK & MALONEY PA:						2,606.64	
RTA LLC							
3743	RTA LLC	1406	100-43100-210	CITY GARAGE PARKING LOT STRIPING	07/31/2025	1,120.38	1,120.38
Total RTA LLC:						1,120.38	
SERPENT LAKE SANITARY SEWER DI							
12	SERPENT LAKE SANITARY SEWER DI	207-9154	601-49450-400	SEWER DISTRICT CONTRACT	07/31/2025	46,842.00	46,842.00
Total SERPENT LAKE SANITARY SEWER DI:						46,842.00	
STAPLES ADVANTAGE							
3152	STAPLES ADVANTAGE	7006132401	100-43100-200	OFFICE SUPPLIES	07/19/2025	10.29	10.29
3152	STAPLES ADVANTAGE	7006132401	100-42100-200	OFFICE SUPPLIES	07/19/2025	34.40	34.40
3152	STAPLES ADVANTAGE	7006132401	100-41940-210	OFFICE SUPPLIES	07/19/2025	85.97	85.97
3152	STAPLES ADVANTAGE	7006132401	100-42100-200	OFFICE SUPPLIES	07/19/2025	75.38	75.38
Total STAPLES ADVANTAGE:						206.04	
THE OFFICE SHOP CONTRACTS							
3719	THE OFFICE SHOP CONTRACTS	AR1919839	200-45500-400	CONTRACT C130808-01 - 05/01/25 - 05/31/25	05/14/2025	86.60	86.60
3719	THE OFFICE SHOP CONTRACTS	AR1925184	200-45500-400	CONTRACT C130808-01 - 06/01/25 - 06/30/2025	05/22/2025	86.60	86.60
Total THE OFFICE SHOP CONTRACTS:						173.20	

Vendor Number	Vendor Name	Invoice Number	GL Account Number	Description	Invoice Date	Net Invoice Amount	Amount Paid
THE OFFICE SHOP INC							
50	THE OFFICE SHOP INC	1156936-0	204-36200	DMV COPY PAPPER & STAPLES	07/23/2025	50.72	50.72
Total THE OFFICE SHOP INC:						50.72	
TIMMER IMPLEMENT OF AITKIN							
3336	TIMMER IMPLEMENT OF AITKIN	IA27537	100-43100-210	SERVICE, NEW CUTTING EDGE FOR BUCKET	07/24/2025	502.61	502.61
Total TIMMER IMPLEMENT OF AITKIN:						502.61	
VERSATERM PUBLIC SAFETY US INC							
667	VERSATERM PUBLIC SAFETY US INC	INV41-01693	100-42100-320	TAKE-HOME CAR DUAL DASH CAMERA 9-5-25 TO 9	08/06/2025	3,081.60	3,081.60
Total VERSATERM PUBLIC SAFETY US INC:						3,081.60	
XTONA							
748	XTONA	11782	100-42200-300	SMAL MAIL ALL CROSBY ACCTS	08/01/2025	542.50	542.50
748	XTONA	11782	100-43100-300	SMAL MAIL ALL CROSBY ACCTS	08/01/2025	465.00	465.00
748	XTONA	11782	206-45531-300	SMAL MAIL ALL CROSBY ACCTS	08/01/2025	465.00	465.00
748	XTONA	11782	200-45500-300	SNAIL MAIL ALL CROSPBY ACCTS	08/01/2025	1,239.99	1,239.99
748	XTONA	11782	204-41405-300	SNAIL MAIL ALL CROSPBY ACCTS	08/01/2025	465.00	465.00
748	XTONA	11782	100-42100-300	SNAIL MAIL ALL CROSPBY ACCTS	08/01/2025	2,402.47	2,402.47
748	XTONA	11782	100-41940-300	SNAIL MAIL ALL CROSPBY ACCTS	08/01/2025	2,014.94	2,014.94
748	XTONA	11782	100-41940-300	SNAIL MAIL ALL CROSPBY ACCTS	08/01/2025	155.00	155.00
Total XTONA:						7,749.90	
Grand Totals:						150,669.55	

CITY OF CROSBY

REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025

DEPARTMENT: Administration

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Appoint Marsha Larson to the Crosby HRA Board per Mayor recommendation for a term to expire August 31, 2029.

BACKGROUND: Marsha Larson has expressed interest in serving on the Crosby HRA Board. There is a vacant HRA commissioner position. This is a regular seat that is appointed by the Mayor with the approval of the City Council. Marsha Larson meets the requirements to serve and is being recommended for the seat by Mayor Cash.

BUDGET IMPLICATIONS: None

COUNCIL ACTION REQUESTED: Motion and second to approve appointment of Marsha Larson to the Crosby HRA Board of Commissioners for a term to expire August 31, 2029

ATTACHMENT:

CITY OF CROSBY
REQUEST FOR COUNCIL ACTION

DATE: 08/11/2025

DEPARTMENT: Police

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Police Department Staffing Requests

BACKGROUND: Dustin Hines recently accepted a position with the City of Nisswa and has resigned his full-time position with the city of Crosby creating a vacancy. Mathew Huesmann is a part-time Police Officer for the City of Crosby and is interested in the full-time vacancy. Officer Huesmann has provided excellent service to the City and could move into the vacancy seamlessly without requiring the time and expense of posting the vacancy and conducting interviews and completing a background check.

OBJECTIVE: Accept resignation of Dustin Hines as FT Police Officer; offer FT position to PT Officer Mathew Huesmann; accept resignation of Mathew Heusmann as PT Officer; authorize posting to fill vacant PT position.

STAFF RECOMMENDATIONS: Approve all staffing requests.

BUDGET IMPLICATIONS: Budget savings due to resignation of full-time position at higher step; cost savings without need to post, interview, conduct police department background.

COUNCIL ACTION REQUESTED: Motion to Approve Police Department Staffing Request to Accept Full-Time Officer Dustin Hines Resignation; Hire Officer Huesmann to Fill Vacated Full-Time Patrol Officer Position; Accept Officer Huesmann's Resignation as Part-Time Officer; Authorize Posting to Fill Vacated Part-Time Officer Position.

ATTACHMENT:

Resignation Letter From FT Officer Dustin Hines

Contingent Resignation Letter from PT Officer Mathew Huesmann

Chief Mike VanHorn and the City of Crosby Administration,

I have accepted a position with the City of Nisswa as a police officer. I would like to thank you for your time and trust in me while being a police officer with the City of Crosby. I appreciate you giving me my start here and allowing me to learn and grow professionally. In my five years in Crosby, I believe I have become a great police officer. I became a Drug Recognition Evaluator and honed in on my passion for keeping the streets safe from dangerous drugs and intoxicated drivers. I feel I am able to obtain more training in Nisswa to further my passion for keeping our streets safe from illegal drugs and continue to grow as a police officer. Once again, I cannot thank you enough. At this time, I would like to put in my two-week notice as my last day being August 17th, 2025.

Cordially,

Dustin A. Hines.

Letter of Resignation

To: Chief Van Horn & City of Crosby

From: Officer Matt Huesmann #235

RE: Part Time Employment Resignation

I, Matthew Huesmann, officially tender my resignation as a part time police officer from the City of Crosby, effective August 11, 2025.

This resignation is conditional and pending the City Council's decision on my promotion to a full-time Police Officer position with the City of Crosby.

I look forward to continuing my service to the City of Crosby and being a part of a good team and good department.

Thank you for your time, opportunities, and consideration.

Respectfully...

Matthew Huesmann #235

Crosby Police Department

CITY OF CROSBY

REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025

DEPARTMENT: Administrator

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Approve Public Works Staffing Requests

BACKGROUND: At the July 7, 2025, Special Meeting of the Crosby City Council, the city authorized filling the Public Works Driver position vacated by Tanner Bare. The city posted the position as required by policy and the applicable labor agreement. The city received five applications and selected four candidates to be finalists for the position. On July 22, 2025, the finalists were interviewed by the public works foreman, the council members assigned to the public works committee, and the City Administrator. Following the interviews of finalists occurring July 22nd, City Administrator Harren contacted Teamsters No. 346 business agent to request that the list of finalists be certified for potential use in future hires over the next six months. Local 346 concurred.

The city moved forward with the hire of one finalist for the Public Works Driver position. Unfortunately, this hire did not work out. After consulting the city's labor attorney regarding the appropriate process to follow, Mr. Lester VanHorn, a second finalist on the certified list, was contacted regarding the vacant Public Works Driver position. A verbal conditional job offer was made over the phone, and a follow-up written offer letter was sent. Mr. VanHorn accepted the conditional offer of employment and has passed the required pre-hire conditions.

The City of Crosby has authorized two seasonal public works positions. Paul Kozitka was hired to fill one post. He has since resigned. The city now has two seasonal vacancies. Greg Christensen has applied for seasonal employment. The Working Foreman has recommended him for hire.

STAFF RECOMMENDATIONS: Staff and the Personnel Committee recommend the Council ratify the hire of Lester VanHorn; accept the resignation of Paul Kozitka and ratify filling one seasonal post with Greg Christinasen.

BUDGET IMPLICATIONS: These are budgeted positions.

COUNCIL ACTION REQUESTED: Motion to ratify the hire of Lester VanHorn; accept the resignation of Paul Kozitka and ratify filling one seasonal posting with Greg Christinasen.

From: Paul Kozitka <paulkozitka@rocketmail.com>

Sent: Monday, August 4, 2025 7:48 PM

To: City Admin <cityadmin@cityofcrosby.com>

Subject: Re: Checking-in

Trish,

Thank you for checking in. I got off the phone today with Britny from MN Claims and she is sending me one more form to complete. Today is the first day both of my hands finally feel back to normal. I however have concerns that I cannot meet the physical requirements of the job, particularly weed whacking for extended periods of time. Although my hands are feeling better now, I fear if I continue to work as I did before I may do more long lasting damage. I've appreciated the opportunity to work for the city and I've really enjoyed the time out in the community. Unfortunately, I don't think the role is a good fit for me physically and am resigning my position as Seasonal City Laborer.

Please let me know the next steps in this transition.

Thank you,

Paul Kozitka

CITY OF CROSBY

REQUEST FOR COUNCIL ACTION

DATE: 08/11/2025

DEPARTMENT: Administration

APPROVAL REQUIRED: Simple majority of Council

ITEM DESCRIPTION: Approve hire of two firefighters.

BACKGROUND: The Fire Department has been recruiting new firefighters. The department has screened and selected two candidates for hire. The Fire Department recommends hiring Carter Decent and Jayce Decent conditioned upon the successful completion of the background check, criminal history check and physical.

OBJECTIVE: Approval of two candidates for the fire department.

BUDGET IMPLICATIONS: The hires are planned for within the budget.

COUNCIL ACTION REQUESTED: Motion and second to approve the hire of Carter Decent and Jayce Decent to the Crosby Fire Department conditioned upon successful completion of all screening steps.

ATTACHMENT:

CITY OF CROSBY
REQUEST FOR COUNCIL ACTION

DATE: 8/11/2025

DEPARTMENT: Administration

APPROVAL REQUIRED: Simple Majority of Council

ITEM DESCRIPTION: Consider approval of PFA Draw Request No. 5/Pay Request No. 7 for the 2024 Crosby SE Alley Improvements

BACKGROUND: Bolton and Menk have submitted certified Pay Request No. 7 for the 2024 Crosby SE Alley Improvements in the amount of \$139,527.51 to be paid to Ryan Contracting Co. and PFA Draw Request No. 5.

The City engineer team has confirmed that the work was satisfactorily completed.

OBJECTIVE:

STAFF RECOMMENDATIONS: Administrator Harren and City Engineer Martin recommend approval of the Pay Request and PFA Draw Request as presented

BUDGET IMPLICATIONS:

COUNCIL ACTION REQUESTED: Motion and Second to approve Pay Request No. 6 for the 2024 Crosby SE Alley Improvements in the amount of \$139,527.51 to Ryan Contracting Co. & PFA Draw Request No. 5.

ATTACHMENT: Pay Request #7 & PFA Draw Request No. 5



**BOLTON
& MENK**

Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

Ph: [218] 825-0684
Fax: [218] 825-0685
Bolton-Menk.com

August 1, 2025

Trish Harren, City Administrator
2 Second St SW
Crosby, MN 56444

RE: Crosby SE Alley Improvements – Pay Request No. 7

Dear Trish:

Attached is Contractor's Pay Request No. 7 for work completed through July 25, 2025 for the above referenced project. The value of the work completed and stored materials as of this date was \$2,407,168.26. We retain 5% (\$120,358.41) of the work completed by contract and the City of Crosby has made previous payments totaling \$2,147,282.34. Therefore, the net amount to pay is \$139,527.51.

We recommend City Council approval of Contractor's Pay Request No. 7 in the amount of \$139,527.51.

Please retain one signed pay request copy for your records, submit one copy to our office in Baxter, and the copy to the Contractor with payment when approved.

If you have any questions, please contact me at 218-821-7265.

Sincerely,

Bolton & Menk, Inc.

Phillip M. Martin, PE
Principal Engineer

Attachments – Contractor's Pay Request No. 7

CONTRACTOR'S PAY REQUEST
2024 CROSBY SE IMPROVEMENTS PROJECT



DISTRIBUTION:	
CONTRACTOR (1)	
OWNER (1)	
ENGINEER (1)	

CITY OF CROSBY -
BMI PROJECT NO. 0B1.127835

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$3,693,551.60
TOTAL, COMPLETED WORK TO DATE	\$2,407,168.26
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$2,407,168.26
RETAINED PERCENTAGE (5.0%)	\$120,358.41
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$2,286,809.85
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$2,147,282.34
PAY CONTRACTOR AS ESTIMATE NO. 7	\$139,527.51

CERTIFICATE FOR PARTIAL PAYMENT

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Ryan Contracting Co.
 26480 France Ave.
 PO Box 246
 Elko New Market, MN 55020

By Beth Tatge Name CFO/Sec Title

Date 8/1/25

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
 ENGINEER: BOLTON & MENK, INC., 7656 DESIGN ROAD, STE 200, BAXTER, MN 56425

By [Signature], CONSULTING ENGINEER

Date 08/01/2025

APPROVED FOR PAYMENT:
 OWNER:

By _____ Name Title Date

And _____ Name Title Date

Pay Request No.:

7



Real People. Real Solutions.

2024 CROSBY SE IMPROVEMENTS PROJECT

CITY OF CROSBY
BMI PROJECT NO. 0B1.127835

WORK COMPLETED THROUGH FRIDAY, JULY 25, 2025

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
1	MOBILIZATION	\$100,000.00	1.00	LUMP SUM \$100,000.00	0.90	LUMP SUM \$90,000.00	0.90	LUMP SUM \$90,000.00
2	CLEARING	\$1,000.00	15.00	EACH \$15,000.00	20.00	EACH \$20,000.00	20.00	EACH \$20,000.00
3	GRUBBING	\$500.00	15.00	EACH \$7,500.00	15.00	EACH \$7,500.00	15.00	EACH \$7,500.00
4	REMOVE HYDRANT	\$500.00	8.00	EACH \$4,000.00	6.00	EACH \$3,000.00	6.00	EACH \$3,000.00
5	REMOVE GATE VALVE & BOX	\$500.00	9.00	EACH \$4,500.00	15.00	EACH \$7,500.00	15.00	EACH \$7,500.00
6	REMOVE PIPE APRON	\$500.00	1.00	EACH \$500.00	0.00	EACH \$0.00	0.00	EACH \$0.00
7	REMOVE DRAINAGE STRUCTURE (STORM)	\$800.00	9.00	EACH \$7,200.00	5.00	EACH \$4,000.00	5.00	EACH \$4,000.00
8	REMOVE MANHOLE (SANITARY)	\$1,000.00	10.00	EACH \$10,000.00	9.00	EACH \$9,000.00	9.00	EACH \$9,000.00
9	SALVAGE BOLLARD	\$300.00	9.00	EACH \$2,700.00	4.00	EACH \$1,200.00	4.00	EACH \$1,200.00
10	SALVAGE SIGN	\$200.00	11.00	EACH \$2,200.00	3.00	EACH \$600.00	3.00	EACH \$600.00
11	SALVAGE HYDRANT	\$500.00	1.00	EACH \$500.00	1.00	EACH \$500.00	1.00	EACH \$500.00
12	SALVAGE WOOD POST	\$100.00	2.00	EACH \$200.00	0.00	EACH \$0.00	0.00	EACH \$0.00
13	SALVAGE CASTING	\$100.00	2.00	EACH \$200.00	0.00	EACH \$0.00	0.00	EACH \$0.00
14	REMOVE WATER MAIN	\$8.00	5,455.00	LIN FT \$43,640.00	4,413.00	LIN FT \$35,304.00	4,413.00	LIN FT \$35,304.00
15	REMOVE SEWER PIPE (STORM)	\$14.00	942.00	LIN FT \$13,188.00	570.00	LIN FT \$7,980.00	570.00	LIN FT \$7,980.00
16	REMOVE SEWER PIPE (SANITARY)	\$5.00	4,956.00	LIN FT \$24,780.00	3,959.00	LIN FT \$19,795.00	3,959.00	LIN FT \$19,795.00
17	REMOVE CURB & GUTTER	\$10.00	652.00	LIN FT \$6,520.00	79.00	LIN FT \$790.00	79.00	LIN FT \$790.00
18	SALVAGE WOODEN FENCE	\$30.00	332.00	LIN FT \$9,960.00	180.00	LIN FT \$5,400.00	180.00	LIN FT \$5,400.00
19	SALVAGE CHAIN LINK FENCE	\$30.00	249.00	LIN FT \$7,470.00	100.00	LIN FT \$3,000.00	100.00	LIN FT \$3,000.00
20	REMOVE BITUMINOUS PAVEMENT	\$5.00	13,246.00	SQ YD \$66,230.00	11,521.00	SQ YD \$57,605.00	11,521.00	SQ YD \$57,605.00
21	SALVAGE LANDSCAPE ROCK	\$50.00	37.00	SQ YD \$1,850.00	0.00	SQ YD \$0.00	0.00	SQ YD \$0.00
22	REMOVE CONCRETE DRIVEWAY PAVEMENT	\$20.00	92.00	SQ YD \$1,840.00	40.00	SQ YD \$800.00	40.00	SQ YD \$800.00
23	REMOVE CONCRETE WALK	\$10.00	402.00	SQ YD \$4,020.00	49.00	SQ YD \$490.00	49.00	SQ YD \$490.00
24	COMMON EXCAVATION (P)	\$30.00	2,636.00	CU YD \$79,080.00	755.00	CU YD \$22,650.00	755.00	CU YD \$22,650.00
25	SUBGRADE EXCAVATION (EV)	\$5.00	527.00	CU YD \$2,635.00	0.00	CU YD \$0.00	0.00	CU YD \$0.00
26	SELECT GRANULAR BORROW (CV)	\$8.00	527.00	CU YD \$4,216.00	0.00	CU YD \$0.00	0.00	CU YD \$0.00
27	DEWATERING	\$200,000.00	1.00	LUMP SUM \$200,000.00	0.50	LUMP SUM \$100,000.00	0.50	LUMP SUM \$100,000.00
28	AGGREGATE SURFACING (CV) CLASS 5	\$50.00	35.00	CU YD \$1,750.00	0.00	CU YD \$0.00	0.00	CU YD \$0.00
29	COMMON LABORERS	\$95.00	20.00	HOUR \$1,900.00	7.00	HOUR \$665.00	10.00	HOUR \$950.00
30	MOTOR GRADER	\$150.00	5.00	HOUR \$750.00	0.00	HOUR \$0.00	0.00	HOUR \$0.00
31	10 CU YD TRUCK	\$140.00	10.00	HOUR \$1,400.00	0.00	HOUR \$0.00	0.00	HOUR \$0.00
32	1.5 CU YD BACKHOE	\$150.00	10.00	HOUR \$1,500.00	0.00	HOUR \$0.00	0.00	HOUR \$0.00
33	SKID LOADER	\$140.00	10.00	HOUR \$1,400.00	0.00	HOUR \$0.00	0.50	HOUR \$70.00
34	AGGREGATE BASE CLASS 5	\$30.00	4,311.00	TON \$129,330.00	3,027.57	TON \$90,827.10	3,939.02	TON \$118,170.60
35	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	\$100.00	1,120.00	TON \$112,000.00	0.00	TON \$0.00	0.00	TON \$0.00
36	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (2,B)	\$98.00	1,500.00	TON \$147,000.00	351.00	TON \$34,398.00	1,045.72	TON \$102,480.56
37	24" RC PIPE APRON	\$2,000.00	1.00	EACH \$2,000.00	1.00	EACH \$2,000.00	1.00	EACH \$2,000.00
38	12" RC PIPE SEWER	\$60.00	44.00	LIN FT \$2,640.00	237.00	LIN FT \$14,220.00	237.00	LIN FT \$14,220.00
39	15" RC PIPE SEWER	\$65.00	188.00	LIN FT \$12,220.00	116.00	LIN FT \$7,540.00	116.00	LIN FT \$7,540.00
40	21" RC PIPE SEWER	\$75.00	168.00	LIN FT \$12,600.00	168.00	LIN FT \$12,600.00	168.00	LIN FT \$12,600.00
41	24" RC PIPE SEWER	\$80.00	203.00	LIN FT \$16,240.00	203.00	LIN FT \$16,240.00	203.00	LIN FT \$16,240.00
42	8" PVC PIPE SEWER, SDR 35	\$80.00	2,369.00	LIN FT \$189,520.00	2,377.00	LIN FT \$190,160.00	2,377.00	LIN FT \$190,160.00
43	10" PVC PIPE SEWER, SDR 35	\$100.00	1,323.00	LIN FT \$132,300.00	1,312.00	LIN FT \$131,200.00	1,312.00	LIN FT \$131,200.00
44	10" PVC PIPE SEWER, C900	\$120.00	466.00	LIN FT \$55,920.00	466.00	LIN FT \$55,920.00	466.00	LIN FT \$55,920.00
45	12" PVC PIPE SEWER, SDR 35	\$110.00	811.00	LIN FT \$89,210.00	0.00	LIN FT \$0.00	0.00	LIN FT \$0.00
46	12" PVC PIPE SEWER (STORM), C900	\$85.00	2,001.00	LIN FT \$170,085.00	1,309.00	LIN FT \$111,265.00	1,497.00	LIN FT \$127,245.00
47	TEMPORARY BYPASS PUMPING	\$15,000.00	1.00	LUMP SUM \$15,000.00	0.50	LUMP SUM \$7,500.00	0.75	LUMP SUM \$11,250.00
48	4" PVC SANITARY SERVICE PIPE, SDR 26	\$40.00	1,077.00	LIN FT \$43,080.00	615.00	LIN FT \$24,600.00	615.00	LIN FT \$24,600.00
49	8"x4" PVC WYE	\$800.00	35.00	EACH \$28,000.00	31.00	EACH \$24,800.00	31.00	EACH \$24,800.00
50	10"x4" PVC WYE	\$1,000.00	45.00	EACH \$45,000.00	41.00	EACH \$41,000.00	41.00	EACH \$41,000.00
51	12"x4" PVC WYE	\$1,100.00	26.00	EACH \$28,600.00	0.00	EACH \$0.00	0.00	EACH \$0.00

Pay Request No.:

7

2024 CROSBY SE IMPROVEMENTS PROJECT



CITY OF CROSBY

BMI PROJECT NO. 0B1.127835

WORK COMPLETED THROUGH FRIDAY, JULY 25, 2025

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
52	CONNECT TO EXISTING STORM SEWER (PIPE)	\$3,000.00	6.00	EACH \$18,000.00	3.00	EACH \$9,000.00	3.00	EACH \$9,000.00
53	CONNECT TO EXISTING MANHOLES (STORM)	\$4,000.00	2.00	EACH \$8,000.00	1.00	EACH \$4,000.00	1.00	EACH \$4,000.00
54	CONNECT TO EXISTING SANITARY SEWER (PIPE)	\$5,000.00	6.00	EACH \$30,000.00	5.00	EACH \$25,000.00	5.00	EACH \$25,000.00
55	CONNECT TO EXISTING MANHOLES (SAN)	\$10,000.00	2.00	EACH \$20,000.00	1.00	EACH \$10,000.00	1.00	EACH \$10,000.00
56	PLUG FILL & ABANDON PIPE SEWER	\$20.00	110.00	LIN FT \$2,200.00	0.00	LIN FT \$0.00	0.00	LIN FT \$0.00
57	PLUG FILL & ABANDON WATERMAIN	\$20.00	110.00	LIN FT \$2,200.00	0.00	LIN FT \$0.00	0.00	LIN FT \$0.00
58	CONNECT TO EXISTING WATERMAIN	\$3,000.00	13.00	EACH \$39,000.00	13.00	EACH \$39,000.00	13.00	EACH \$39,000.00
59	HYDRANT 8.0' BURY	\$600.00	1.00	EACH \$600.00	1.00	EACH \$600.00	1.00	EACH \$600.00
60	HYDRANT 9.5' BURY	\$6,300.00	4.00	EACH \$25,200.00	3.00	EACH \$18,900.00	3.00	EACH \$18,900.00
61	HYDRANT 10.0' BURY	\$6,500.00	3.00	EACH \$19,500.00	2.00	EACH \$13,000.00	2.00	EACH \$13,000.00
62	HYDRANT 10.5' BURY	\$6,700.00	1.00	EACH \$6,700.00	0.00	EACH \$0.00	0.00	EACH \$0.00
63	HYDRANT 11.5' BURY	\$7,000.00	0.00	EACH \$0.00	1.00	EACH \$7,000.00	1.00	EACH \$7,000.00
64	HYDRANT 13.0' BURY	\$9,500.00	1.00	EACH \$9,500.00	0.00	EACH \$0.00	0.00	EACH \$0.00
65	4" GATE VALVE AND BOX	\$3,500.00	1.00	EACH \$3,500.00	1.00	EACH \$3,500.00	1.00	EACH \$3,500.00
66	6" GATE VALVE AND BOX	\$3,200.00	28.00	EACH \$89,600.00	25.00	EACH \$80,000.00	25.00	EACH \$80,000.00
67	10" GATE VALVE AND BOX	\$5,500.00	5.00	EACH \$27,500.00	5.00	EACH \$27,500.00	5.00	EACH \$27,500.00
68	1" CORPORATION STOP	\$500.00	105.00	EACH \$52,500.00	73.00	EACH \$36,500.00	73.00	EACH \$36,500.00
69	1" CURB STOP & BOX	\$750.00	105.00	EACH \$78,750.00	73.00	EACH \$54,750.00	73.00	EACH \$54,750.00
70	1" TYPE K COPPER PIPE	\$40.00	1,054.00	LIN FT \$42,160.00	847.00	LIN FT \$33,880.00	847.00	LIN FT \$33,880.00
71	6" DIP WATERMAIN, CLASS 52	\$65.00	5,299.00	LIN FT \$344,435.00	4,416.00	LIN FT \$287,040.00	4,416.00	LIN FT \$287,040.00
72	10" DIP WATERMAIN, CLASS 52	\$100.00	169.00	LIN FT \$16,900.00	236.00	LIN FT \$23,600.00	236.00	LIN FT \$23,600.00
73	4" POLYSTYRENE INSULATION	\$30.00	885.00	SQ YD \$26,550.00	802.70	SQ YD \$24,081.00	802.70	SQ YD \$24,081.00
74	TEMPORARY WATER SERVICE	\$75,000.00	1.00	LUMP SUM \$75,000.00	0.75	LUMP SUM \$56,250.00	0.75	LUMP SUM \$56,250.00
75	WATERMAIN FITTINGS	\$12.00	2,734.00	POUND \$32,808.00	3,054.00	POUND \$36,648.00	3,054.00	POUND \$36,648.00
76	ADJUST FRAME & RING CASTING	\$1,000.00	5.00	EACH \$5,000.00	0.00	EACH \$0.00	0.00	EACH \$0.00
77	CASTING ASSEMBLY NEENAH R-3067-V	\$1,000.00	3.00	EACH \$3,000.00	2.00	EACH \$2,000.00	2.00	EACH \$2,000.00
78	CASTING ASSEMBLY NEENAH R-3501-TB	\$1,000.00	12.00	EACH \$12,000.00	6.00	EACH \$6,000.00	6.00	EACH \$6,000.00
79	CASTING ASSEMBLY NEENAH R-1733 (STORM)	\$1,000.00	10.00	EACH \$10,000.00	1.00	EACH \$1,000.00	1.00	EACH \$1,000.00
80	CASTING ASSEMBLY NEENAH R-1733 (SANITARY)	\$1,000.00	14.00	EACH \$14,000.00	2.00	EACH \$2,000.00	2.00	EACH \$2,000.00
81	CONSTRUCT DRAINAGE STRUCTURE, R-1 (2'X3')	\$400.00	64.11	LIN FT \$25,644.00	43.98	LIN FT \$17,592.00	51.98	LIN FT \$20,792.00
82	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	\$500.00	48.71	LIN FT \$24,355.00	36.49	LIN FT \$18,245.00	36.49	LIN FT \$18,245.00
83	CONSTRUCT DRAINAGE STRUCTURE DES 4007	\$390.00	171.85	LIN FT \$67,021.50	142.19	LIN FT \$55,454.10	142.19	LIN FT \$55,454.10
84	RANDOM RIPRAP CLASS III	\$80.00	15.00	CU YD \$1,200.00	15.00	CU YD \$1,200.00	15.00	CU YD \$1,200.00
85	6" CONCRETE WALK	\$12.00	4,492.00	SQ FT \$53,904.00	3,164.00	SQ FT \$37,968.00	3,164.00	SQ FT \$37,968.00
86	CONCRETE CURB & GUTTER, DES D418	\$24.00	3,056.00	LIN FT \$73,344.00	1,745.00	LIN FT \$41,880.00	1,745.00	LIN FT \$41,880.00
87	CONCRETE CURB & GUTTER, DES B418	\$30.00	354.00	LIN FT \$10,620.00	368.00	LIN FT \$11,040.00	368.00	LIN FT \$11,040.00
88	CONCRETE CURB & GUTTER, DES B618	\$35.00	905.00	LIN FT \$31,675.00	622.00	LIN FT \$21,770.00	622.00	LIN FT \$21,770.00
89	6" CONCRETE DRIVEWAY PAVEMENT	\$100.00	173.00	SQ YD \$17,300.00	203.30	SQ YD \$20,330.00	203.30	SQ YD \$20,330.00
90	TRUNCATED DOMES	\$80.00	73.00	SQ FT \$5,840.00	63.00	SQ FT \$5,040.00	63.00	SQ FT \$5,040.00
91	INSTALL BOLLARD	\$800.00	5.00	EACH \$4,000.00	2.00	EACH \$1,600.00	2.00	EACH \$1,600.00
92	INSTALL LANDSCAPE ROCK	\$125.00	37.00	SQ YD \$4,625.00	0.00	SQ YD \$0.00	0.00	SQ YD \$0.00
93	INSTALL WOOD POST	\$500.00	2.00	EACH \$1,000.00	0.00	EACH \$0.00	0.00	EACH \$0.00
94	INSTALL WOODEN FENCE	\$50.00	332.00	LIN FT \$16,600.00	107.00	LIN FT \$5,350.00	107.00	LIN FT \$5,350.00
95	INSTALL CHAIN LINK FENCE	\$50.00	249.00	LIN FT \$12,450.00	0.00	LIN FT \$0.00	0.00	LIN FT \$0.00
96	TRAFFIC CONTROL	\$30,000.00	1.00	LUMP SUM \$30,000.00	0.90	LUMP SUM \$27,000.00	0.90	LUMP SUM \$27,000.00
97	TYPE F BARRICADE	\$40.00	382.00	LIN FT \$15,280.00	120.00	LIN FT \$4,800.00	120.00	LIN FT \$4,800.00
98	INSTALL SIGN	\$250.00	11.00	EACH \$2,750.00	0.00	EACH \$0.00	0.00	EACH \$0.00
99	STABILIZED CONSTRUCTION EXIT	\$2,000.00	1.00	LUMP SUM \$2,000.00	1.00	LUMP SUM \$2,000.00	1.00	LUMP SUM \$2,000.00
100	STORM DRAIN INLET PROTECTION	\$175.00	33.00	EACH \$5,775.00	12.00	EACH \$2,100.00	12.00	EACH \$2,100.00
101	SEDIMENT CONTROL LOG TYPE WOOD FIBER	\$5.00	3,040.00	LIN FT \$15,200.00	300.00	LIN FT \$1,500.00	300.00	LIN FT \$1,500.00
102	COMMON TOPSOIL BORROW	\$40.00	620.00	CU YD \$24,800.00	133.00	CU YD \$5,320.00	837.00	CU YD \$33,480.00
103	RAPID STABILIZATION METHOD 2	\$1.00	1,200.00	SQ YD \$1,200.00	0.00	SQ YD \$0.00	0.00	SQ YD \$0.00

Pay Request No.:

7

2024 CROSBY SE IMPROVEMENTS PROJECT



CITY OF CROSBY

BMI PROJECT NO. 0B1.127835

WORK COMPLETED THROUGH FRIDAY, JULY 25, 2025

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE				
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT			
104	TURF ESTABLISHMENT	\$18,500.00	0.77	ACRE	\$14,245.00	0.26	ACRE	\$4,810.00	0.26	ACRE	\$4,810.00
105	REMOVABLE PREFORMED PLASTIC MASK (BLACK)	\$2.00	760.00	LIN FT	\$1,520.00	0.00	LIN FT	\$0.00	0.00	LIN FT	\$0.00
106	4" REMOVABLE PREFORMED PAVEMENT MARKING TAPE (YELLOW)	\$2.00	365.00	LIN FT	\$730.00	0.00	LIN FT	\$0.00	0.00	LIN FT	\$0.00
107	4" SOLID LINE PAINT (WR) (WHITE)	\$10.00	30.00	LIN FT	\$300.00	0.00	LIN FT	\$0.00	0.00	LIN FT	\$0.00
108	6" SOLID LINE PAINT (WHITE)	\$8.00	384.00	LIN FT	\$3,072.00	0.00	LIN FT	\$0.00	0.00	LIN FT	\$0.00
109	HYDRANT 8.0' BURY (PRICE ADJUSTMENT)	\$6,000.00	1.00	EACH	\$6,000.00	2.00	EACH	\$12,000.00	2.00	EACH	\$12,000.00
110	CHANGE ORDER 2	\$1.00	347,124.10		\$347,124.10	0.00		\$0.00	0.00		\$0.00
TOTAL AMOUNT:					\$3,693,551.60			\$2,260,297.20			\$2,407,168.26

Staff Report

To: Mayor and Council
From: Chief Michael Van Horn
cc: City Administrator Trish Harren
Date: August 11th, 2025
Re: Council Report

Mayor and City Council Members,

- Calls for service during the period of July 9th, 2025-----August 6th, 2025.
 - There were 415 calls for service. Of these 96 were traffic stops.

Other news: Request for council action for approval to fill full-time officer opening.
Accept resignation letter from Officer Dustin Hines.

Thank you,
Michael Van Horn
Chief Michael Van Horn

Staff Report

To: Mayor and Council

From: Crosby Fire Dept.

cc:

Date: 8-11-25

Re:

-
- A. The department will be doing squad, mapping and radio drills for August.
 - B. Night to Unite is 8-15-25 in the park.
 - C. Participating in Lunch Bunch 8-20-25 in the park.
 - D. Ladder truck testing is set for 8-27-25.
 - E. Applying for a \$50,000 Sourcewell grant which would require a \$21,500 match from the donation account. This will allow for the purchase of handheld radios. If grant is not approved the purchase will not move forward.
 - F. New hires pending background checks, physicals and drug tests. Carter DeCent and Jayce DeCent.
 - G. Fire Calls:
 - 7/9 Garage fire at 17 1st St NE, Crosby
 - 7/18 Public assist, person stuck in elevator at Edgewood Apt, 400 3rd Ave NE, Crosby
 - 7/20 Mutual aid Ironton Fire, ladder truck at 4th St/Curtis Ave, Ironton
 - 7/29 CO Alarm at 601 Erie Ave, Crosby
 - 7/31 Water flow alarm at Graphic Packaging 102 11th Ave SW, Crosby
 - 8/2 Wildland fire at 21373 Co Rd 11, Crosby
 - 8/3 Alarm at Heartwood, 500 Heartwood Dr, Crosby



Please review the following quote

Motorola APX Radios, Accessories, & Programming

Quote # DM008608
Version 1

Prepared for:

Crosby, City of

Shayne Jacobs
firechiefcd@cityofcrosby.com

535 31st Ave N
St. Cloud, MN 56303
DSCcommunications.com
320-252-1887



Motorola APX Radios, Accessories, & Programming

Prepared by:

2 - St. Cloud

Dan McCoy
(320) 252-1887
Fax 320-259-5997
dmccoy@dsccommunications.com

Prepared for:

Crosby, City of

21 First St NW
Crosby, MN 56441
Shayne Jacobs
(218) 546-5474
firechiefcd@cityofcrosby.com

Quote Information:

Quote #: DM008608

Version: 1
Delivery Date: 08/01/2025
Expiration Date: 08/11/2025

Quote Summary

Description	Amount
Services	\$1,300.00
Subtotal:	\$1,300.00
Shipping:	\$20.00
Total:	\$1,320.00

Taxes, shipping, handling and other fees may apply. 3% Processing Fee will be accessed on all credit card transactions. Any price quoted for a product is subject to market change, supply disruption, adjustments to foreign exchange rates, and tax reforms, among other causes. We reserve the right to cancel orders arising from pricing or other errors.

Billing Address:
 CROSBY, CITY OF
 2 SECOND ST SW
 CROSBY, MN 56441
 US

Quote Date:07/14/2025
 Expiration Date:09/30/2025
 Quote Created By:
 Hali Johns
 hjohns@dsccommunications.com

End Customer:
 CROSBY, CITY OF
 Shayne Jacobs
 FireChiefCFD@cityofCrosby.com

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
	APX™ N30	APX N30					
1	H15UCF9PW6AN	PORTABLE RADIO APX N30 7/800 MODEL 2	20		\$2,635.00	\$1,773.36	\$35,467.20
1a	QA02756AB	SOFTWARE LICENSE ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	20		\$1,848.00	\$1,243.44	\$24,868.80
1b	QA08715AA	ADD:BASIC VOICE CONTROL	20		\$107.00	\$77.04	\$1,540.80
1c	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	20		\$0.00	\$0.00	\$0.00
1d	QA09113AA	ADD: BASELINE RELEASE SW	20		\$0.00	\$0.00	\$0.00
1e	QA08853AA	ADD: CPS ENABLEMENT*	20		\$0.00	\$0.00	\$0.00
2	PSV01S03059A	APX NEXT PROVISIONING WITH CPS*	1		\$0.00	\$0.00	\$0.00
3	LSV01S03084A	APX N50/30 DMS ESSENTIAL	20	3 YEARS	\$158.40	\$158.40	\$3,168.00
4	PMPN4820B	CHR DESKTOP SINGLE UNIT IMPRES 2 EXT PS US/NA	20		\$91.71	\$66.03	\$1,320.60
5	PMMN4128A	PORTABLE RSM RM780, IP68, 3.5MM JACK, EMER, 2 PROG, VOL CTRL, LARGE	20		\$184.90	\$124.42	\$2,488.40



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



City Council Report for August 2025

Maintenance Projects/Capital improvements:

- We are waiting for Rice Lake to get an update on when we will be receiving the chiller.
- We are still receiving our new equipment and are getting some of it out in the facility
- We received our new fire extinguishers
- We received our new sauna heater and control panel.
- I am waiting to hear from Brothers Fire about when they can get our repairs done.
- We replaced the Chlorine lines in the pool room.
- I met with Rice Lake about some improvements to the facility, including a new roof. I am also waiting to hear back from them on that.

Programming and Membership:

- We were at 4,278 for July. Last year we were at 3,147 check-ins.
- Kids camp is coming to an end in the next couple of weeks. It has been a great year, and Karen has done an awesome job coming up with activities for the kids.

Marketing Update:

- Since Sydney started our social media footprint has been increasing daily. She is doing a great job with updating daily.

Aquatics and Arena Update:

- Survival swimming lessons continue
- We continue to do Private Swim lessons.
- Our Group Swim lessons are set to start again in September. We have had a large amount of interest in them.

Personnel:

- Our entire staff at the facility from group fitness instructors, personal trainers, front desk, housekeepers and managers continue to do an amazing job not only for the facility but most importantly for our members!

Thank you for your continued support.

Joe McLaughlin

Staff Report

To: City Council

From: Tony Ferrari

Date:

Re: Monthly Report

Tuesday July 1st 2025

Morning rounds. Lift station rounds. Water plant rounds. 101 1st Street Southwest had to go look at some trees property owners concerned about them dying along the creek, I believe the trees belong to the property owner not the city we'll look into it further. Inspected the fishing pier DNR still has not responded whether they're going to rebuild it or what they're going to do with it yet. Pothole patch. I'm on the cemetery. Dan's working on locates for the main water line that broke by graphic package. Tree branch removal 23 2nd Street Southwest.

Wednesday July 2nd 2025 through Tuesday July 8th 2025

Gone on vacation.

Wednesday July 9th 2025

Morning rounds. Lift station rounds. Water plant rounds. Repaired pothole in front of library. Repaired pothole 7th Street Northeast. Everyone is out moaning weed whipping. Call out Ryan contracting.

Thursday July 10th 2025.

Everyone is cleaning and organizing the shop this morning till the storm blows over.

Morning rounds. Lift station rounds. Water plant rounds. Have to get new flags ordered for all the city buildings(ordered). Received a quote from a company that'll come in and do the line stripping at the fire department. Meeting with rainy day gutters to get a quote on the library gutters. Updated temporary water list there's only two places on temporary water as of today 201 1st Street Southwest. 121 1st Street Southwest.

Friday July 11th 2025

Morning rounds. Lift station rounds. Water plant rounds. Ted was out in the sweeper first

thing this morning. Chasing the guys are finishing up mowing and weed whipping. Me and Ted are going to finish up a locate. Ted has two water turn-ons today. Hold the signs down and locks off the hallet community center ball field. Chase, Dalton, Neil, Paul and I stayed late. Had heavy rains flooding all over town working on storm drains and pumping out the park.

Saturday July 12th 2025

Water plant rounds. Park rounds.

Sunday July 13th 2025

Water plant rounds. Park rounds.

Monday July 14th 2025

Morning rounds. Lift station rounds. Water plant rounds. Neil and Paul are working on the playground in the park adding horse mats and wood chips. Chase and Ted are all pothole patching. 305 1st Street Northwest sewer not draining. Our line was flowing just fine it's in the private property owners line. Water tower inspection July 23rd 2025. 215 2nd Street Northwest complaint on contractors trailer partially blocked in the alley. Talk to the owner of the trailer they're going to move the trailer. Council meeting tonight.

Tuesday July 15th 2025

Morning rounds. Lift station rounds. Water plant rounds. Added the cemetery bathrooms cleaning twice a week Tuesdays and Thursdays and I'm tracking down some deodorizer to put in the tanks. I'll be getting hold of a couple of septic companies I'm pumping the tanks out get some quotes. Got a phone call right away from Tom Scully it rain first thing this morning water running right towards his house forwarded the information on to Ryan contracting. Talk to Orry first thing this morning about the sign at the library he'll be looking into it this week to see if he can finish it up. 9:00 meeting with graphic packaging. Repaired an alley 407 1st Street Southwest. Public works committee meeting 1:00.

Wednesday July 16th 2025

Morning rounds. Lift station rounds. Water plant rounds. Have mystic creations working on the sprinkler system at City Hall. Paul is out organizing cold storage. Contacted Tom's sewer gave him the go-ahead to pump out the cemetery tanks. Got a hold of the best oil ordered a tank of fuel for the cemetery. put no parking signs up 8th Street Northeast for the circus coming to town Friday. Put up reservation signs at the park. Neil and Paul are working on pumping out the park. Took out a couple of sections temporary water line at graphic packaging so home vid could get his equipment in there. Dan did some locating for them. Dan stayed late to get the connection going with graphic packaging.

Thursday July 17th 2025.

Morning rounds. Lift station rounds. Water plant rounds. Temp water line taking off a graphic packaging building 975. Bring a temp line and backflow preventer and o-rings back to Ryan contracting. The tanks at the cemetery have been pumped out. Have a meeting with homvig at 2:30 in the park. Sent Dalton down to the hallet community center to help out with the circus stuff. Help Dan get the water turned on at the ball field hallet community center for the circus.

Friday July 18th 2025

Morning rounds. Lift station rounds. Water plant rounds. Dan's busy working on locates. Ted was out early this morning with the street sweeper. Busy mowing and weed whipping before the rain hits. Inspected cemetery. Inspected park. Inspected skatepark. Inspected fishing pier. Neil is out cutting a tree complaint.

Saturday July 19th 2025

Water plant rounds. Park rounds. Cremate.

Sunday July 20th 2025

Water plant rounds. Park rounds. Emergency locate.

Monday July 21st 2025

Morning rounds. Lift station rounds. Water plant rounds. Grading the alley between 1st Street Northeast and 2nd Street Northeast. Picked up no parking signs at the hallet community center. Ran a new temporary water line to the public works building and graphic packaging building 103. Checked out sewer line to Tom scully's our line is flowing good. Storm drain has a lot of sand in it I'll have to get with Ryan contracting to see who's going to clean it. I have Nielsen sanitation coming first thing in the morning clean out that storm drain then we will send the bill to Ryan contracting. Neil got to stop sign and the street sign cleaned up at 1st avenue Northwest 3rd Street Northwest.

Tuesday July 22nd 2025

Morning rounds. Lift station rounds. Water plant rounds. Have a complaint of a abandoned tent down in the city park we'll have the cops look at it. Meeting with Nielsen sanitation this morning on storm drains. Ted is out in the street sweeper. Neil is down in the park mowing. Paul is out at the cemetery morning and weed whipping. Danny's busy with water lines and water test at graphic packaging.

Wednesday July 23rd 2025

Morning rounds. Lift station rounds. Water flat rounds. That'll be repairing an alley today 1st Street Northwest. The guys will be cleaning up around the shop after we got all the temp lines removed yesterday. Chase has got a couple of cremates to dig today. K I m is coming to do water tower inspection today. Checked on Tom skully's alley with the rain. Added a piece of PVC to the end of Tom scully's rain gutter to get more of the water to come out into the alley instead of his yard.

Thursday July 24th 2025

Started out with a call out broken water main at graphic packaging Brad homvig making repairs. Morning rounds. Lift station rounds. Water plant rounds. Neil and Paul are down in the park starting to pump water out. Chase Dalton Ted Neil and Paul are all out mowing and weed whipping. Dan busy working on locates.

Friday July 25th 2025

Morning rounds. Lift station rounds. Water plant rounds. Ted came in early to run the street sweeper down main Street. Chase came in early to set up barricades in the park for the boat races. Gopher state one meeting 22 6th Street Northeast. 118 3rd avenue Southwest cut up a tree that was in the alley. Had a valve stick open down at the water plant drained all the

filters everything seems to be back to running normal. Have an electrician on the way to fix a 50 amp breaker on campsite number 3. To call outs after hours Crosby Police department.
Saturday July 26th 2025

Water plant rounds. Ted's handling a cremate. Dalton's got park bathrooms.

Sunday July 27th 2025

Water plant rounds. Ted channel and a cremate. Dalton's got Park bathrooms. I have a meeting with a parking lot line stripper for the fire hall. Checked over north alley project had a storm come through.

Monday July 28th 2025

Morning rounds. Lift station rounds. Water plant rounds. Dan's got a bunch of locates to do and some meter reading. Dr electric is starting on the Pine Street lift station. Got a hold of hotsy they're sending us service tech up here take a look at the steam cleaner again. Got a hold of Dutch electric Will be coming in tomorrow to come up with a plan about the street lights on 6 North.

Tuesday July 29th 2025

Morning rounds. Lift station rounds. Water plant rounds. Started early working on the lights on 6 North we have five lights out Dutch electric supposed to be meeting me first thing this morning.

Pothole patch 2nd Street Southwest and 11th avenue. Got a hold of majestic creations gave him the go-head on City Hall sprinkler system. Dan's working on one of his backflow valves trying to get it to work better.

Wednesday July 30th 2025

Morning rounds. Lift station rounds. Water plant rounds. Ted's out with the Jeter first thing this morning filling main street plants. Ted will be headed with the jeter to be working with WW Goetsch on all the lift stations. I'll be out with Paul today doing pothole patch. Chase will be busy mowing and weed whipping.

Thursday July 31st 2025

Morning rounds. Lift station rounds. Water plant rounds. 2nd Street Northwest alley repaired. Mark the tree down on 1st Street Southeast. Street repair Glen avenue. MnDOT is repairing storm drain across from the park. Received a call from Minnesota health department about our park we need water supply for the tenters we have a water spicket west side of the gazebo that is on they can get water. Backflow prevenders are ordered for the park. Got a hold of Ed Godfrey he can't get to the cook shack outside spigot for over a week he will call me. Neil needs to recheck the shower locks in the bathroom Will do first thing in the morning. Fire hall is done.

Staff Report

To: Honorable Mayor and Council Members

From: City Administrator Trish Harren

Date: 8/11/2025

Re: City Council Report

- General Updates
 - Minnesota Department of Health through contractor Braun completed their PFAS testing and were able to test in two city sites. CRMC allowed them access to drill the third test site in their SE parking area, so three sites were tested. We have not received results.
 - Minnesota Department of Health provided the city with a report of our recent lead/copper monitoring testing as is required by the Safe Drinking Act. Ten private water sources were tested. None exceeded action level for lead or copper. As required, property owners of the test sites were notified by mail.
 - The five-year dry tank inspection of Tower Number One occurred on July 24, 2025. The interior and exterior paint was found to be in good condition overall with minimal visible failures. There was leaking found in the bowl drain coupling as well as pinholes in the overflow pipe weld seam at the bottom landing causing water to leak from the tower when it is full. These items were advised to be repaired as soon as possible.
 - Minnesota Department of Health completed their annual inspection of the Crosby memorial Park bathrooms. Two orders were issued. 1. Provide self-closing doors on each bathroom/shower building 2. Provide back-flow preventers on all threaded hose bibs. Compliance date is 8/7/2025. Door closers have been ordered but not installed.
 - Still finding invisible balls on the floor. The 2024 Municipal Fee and Expense report was not completed due to the turnover in city staff. To prevent a \$10,000 fine that report was submitted this week.

- We received our first cannabis registration application. Cuyuna Cannabis is a microbusiness on located on 2 E Main Street in Crosby. They have received provisional approval from the MN Office of Cannabis Management. They have met the requirements of City Ordinance No. 2024-07, and their local registration application has been approved. Once they receive final approval they will be able to open their business which includes a grow and retail business in separate locations.
- Holmvig has completed most of the water main repair/replacement work on 11th Ave SW and is preparing to lay asphalt. As soon as water testing is completed, water will be restored to graphic packaging and the adjoining property owners.
- Ryan Construction continues the SE Improvement Project water and sewer line replacement.
 - They are mobilized for the final two blocks in the alleyway between 3rd Ave SW and 1st Ave SW is underway. This section requires soil contamination mitigation as a preventative measure due to previous land use history. The dewatering system is in place and construction work is ready to begin.



- Twelve eligible property owners completed the required steps and have been approved for water service line replacement grants. One property owner had two properties. There are two others that could potentially be approved.
 - Paving is scheduled to begin next week. However, that is on hold.
- Hwy 6 Street Lights
 - PW Foreman Toni Ferrari received quotes to repair the 5 streetlights that are not working. The total cost is less than anticipated and is quoted at \$2201. This includes replacement of fuses, photocells and lights.
- The automatic sprinkler system has been installed at city hall.
- The swale in Memorial Park has been cleaned and water is draining well. The contour is steeper than anticipated and will require the addition of three bridges on the south side. Temporary fencing has been installed as a safety precaution until the bridges are placed.
- Engineer Martin and Building Inspector Sadusky followed up on the concrete surrounding the clock. It was determined that the clock was specified as is. There is no heaving. The recommended solution is an iron fence around it that is flat on top and that a yellow line is painted around it.

- 2026 Budget Planning has begun. A finance committee meeting is scheduled for August 21st.
- On the horizon
 - Still working on high level nuisance violations to be finalized for legal action.
 - Hallet Trust Site Visit September 9th from noon to 3:30 pm.
 - IRRRB Grant Meeting
 - Sourcewell Grant Applications due September 15
 - Public Safety/\$50,000 – Chef Jacobs, as noted in his staff report, is submitting a grant for radio replacements. The expense is \$68,853.80. Excess cost will be covered from the donation account.
 - Boost Grant/\$2500 – a grant was submitted to purchase four additional tablets for public works for enhanced efficiency and communication.
 - Third Party Reimbursement
 - Match Funds/\$50,000 – no grant application has been developed yet. Items to consider would be equipment need for public works or something for the park. The city has not requested this grant recently.
 - Impact Funds/\$50,000 – this is a basic needs grant. No grant application has been submitted. The City received this grant in 2024 to update technology infrastructure at city hall, the library and Hallet Community Center.
 - Third Party Services Reimbursement/ \$20,000 – the city has not recently submitted a grant application so would be in the 1st round. An idea is to request a grant writer time.
 - Internship Reimbursement/\$15 per hour for up to 640 hours. The city has written and received this grant annually for the library and Hallett Center.
- RECOGNITIONS – Shout Outs To:
 - Water management staff Dan Howard and Ted Rich. It is an onerous responsibility to keep our water plant operating effectively and in compliance with all regulatory requirements so that we have safe and reliable drinking water. There are many aspects to this work that the public has no idea that is getting done each day.
 - Utility Billing Clerk Samantha Wodarz and Water Supervisor Dan Howard for planning and implementing our new utility billing software (Neptune).
 - Kay Nephew and Jackie Owens at our DMV. Their customer service is first class, and we are truly a destination DMV.
 - Head Librarian Abby Smith and Jesse F. Hallet Board for their hard work in securing funding support for the library from the surrounding cities and townships with significant usage of the library. A goal of \$20,000 was set. \$9800 has been raised. Of the 2,580 registered users, 28% are from the city of Crosby. 392 are from Deerwood Township, 302 are from Irondale Township, 156 are from Bay Lake Township. 153 are non-resident users who pay a non-resident fee to use the library.

Respectfully submitted

Trish Harren