

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, January 24, 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; Stephanie Winegarner, Utility Billing Clerk; Phil Martin, City Engineer and Justin Burslie and Brittney Cotner, Planning and Zoning Specialists.

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 MEMBER HEGLUND AND SECONDED BY MEMBER TRAYLOR 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 January 10, 2022, Regular Meeting
 - a. Change Pam Karnowski's statement from 'her fence to the fence.'
 - b. Also add to Mayor Cash's statement 'the lack of public benefit from the vacation which was required.'
- B. Approval of minutes from January 10, 2022, Workshop
- C. Approval of Claims

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

- 5. Public Comments**—Member Ryan publicly apologized for his reference to Mayor Cash's son in a letter he had written for the newspaper.

6. Unfinished Business

- A. Add verbiage to Snow Removal Policy to include snow blowing 1st St SW & 1st St NW and 2nd Ave to 8th St NE when time allows after priority plowing is completed.'

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER JARVELA TO ADD VERBIAGE TO SNOW REMOVAL POLICY.

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

7. New Business

- A. Accept resignation of Police Chief Andrew Rooney – Matthew Hill

Chief Rooney submitted his resignation on January 19, 2022, with his last day being September 16, 2022. Chief Rooney wanted to retire in his hometown after 32+ years of service.

MOTION BY MEMBER RYAN WITH REGRET AND SECONDED BY MEMBER JARVELA TO ACCEPT RESIGNATION OF POLICE CHIEF ANDREW ROONEY.

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

- B. Approval of conditional hire of Administrative Assistant– Matthew Hill- Several applications were received, interviews conducted with the personnel committee. It was decided to hire Samantha Wodarz as the new Administrative Assistant pending a background check at the grade 4, step 6 pay grade.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER TRAYLOR TO APPROVE CONDITIONAL HIRE OF ADMINISTRATIVE ASSISTANT, SAMANTHA WODARZ, PENDING A BACKGROUND CHECK AT THE GRADE 4, STEP 6 PAY SCALE.

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

C. Consider approval of purchase of Zamboni for John Spalj Arena/Hallett Community Center– Matthew Hill

Back in September 2021, Ivan Bartha, former GM at the Hallett Center and Matthew Hill brought this request to the council for approval; it was approved. This is being brought forth again as there was a change in partnership to Northern Lakes Youth Hockey Association removing Steve Jensen, owner of Heartland Hockey Camp, Deerwood. The NLYHA has two stipulations for partnering with the Hallett Center; 1. Zamboni can only be used at the John Spalj Arena at the Hallett Center and 2. The NLYHA will be responsible for getting sponsorship to wrap around the Zamboni.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JAREVELA TO APPROVE THE PURCHASE OF A ZAMBONI FOR JOHN SPALJ ARENA/HALLETT COMMUNITY CENTER.

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

- D. Consider approval of Quote from WWGoestch for new control panel on 3rd Street Lift Station—Matthew Hill—Goes back 18 months or so, the lift state was inspected and recommended be replaced. WWGoestch did a quote, and it was reviewed by the city engineer who said the amount was reasonable.**

MOTION BY MEMBER HEGLUND AND SECONDED BY MAYOR CASH TO APPROVE QUOTE FROM WWGOESTCH FOR NEW CONTROL PANEL ON 3RD STREET LIFT STATION.

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

- E. Approval of resolution 2022-03-0124 to make application to and accept funds from the IRRR Board Grant Program—Matthew Hill—New owner at 102 W Main St, Doug Arndt is looking for a grant to remodel the building. He is planning to add units 9-16; like the Crosby Lofts at 30 W Main St. with one or two units on the main level.**

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA TO APPROVE RESOLUTION 2022-03-0124 TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE IRRR BOARD GRANT PROGRAM.

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

- F. Approval of resolution 2022-04-0124 denying the petition to vacate alley—Matthew Hill—Council reviewed petition to deny vacation of alley at the last council meeting block two (2) Keating's addition to Crosby.

MOTION BY MEMBER TRAYLOR AND SECONDED BY MAYOR CASH TO APPROVE RESOLUTION 2022-04-0124 DENYING THE PETITION TO VACATE ALLEY AT BLOCK TWO (2) OF KEATING'S ADDITION TO CROSBY.

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

- G. Approval of appointments for Planning and Zoning Committee-Justin Burslie/Brittney Cotner—Commissions Rachel Severson and Darren Andrews' terms expire the end of the month. Rachel Severson and Linda Peebles have sent in letters of interest to fill these two open seats on the Planning & Zoning Committee. This would leave an alternate position open which would need to be filled by a Crosby resident per our ordinance. Member Ryan would like to revisit this ordinance. He would like to have more Crosby residents on the committee. This has been tabled until March 2022.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER HEGLUND TO APPROVE APPOINTMENT FOR PLANNING AND ZONING COMMITTEE.

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

- H. Approval of preliminary plat—Justin Burslie/Brittney Cotner--Adventure Acres purchased a 2.5-acre parcel of land in NE Crosby; looking to sub-divide into 5 parcels. The city asked that the plat be modified to include a 35 foot right of way on the East property line. There is an existing sewer line as well as an alley used by residents in that area and members of the community over the years. Committee is recommending approval with the four conditions and the 12 findings of

fact. Member Ryan feels that with the owner giving up 35 feet of his purchase, we should waive the park dedication fee. But per MN statute, he is obligated to give up those 35 feet of right of way.

MOTION BY MEMBER TRAYLOR AND SECONDED BY MAYOR CASH TO APPROVE PRELIMINARY PLAT.

VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR AND JARVELA. THOSE VOTING NAY: MEMBERS HEGLUND AND RYAN. MOTION CARRIED.

- I. Review Preliminary Engineers Report for 1st Street SW and 4th Street NE—Phil Martin—Mr. Martin summarized his report on the preliminary plan.

- J. Approval of resolution 2022-05-0124 receiving the Preliminary Engineers Report and setting a Public Improvement hearing date for 1st St SW and 4th Street NE Improvements in February 2022—Phil Martin. Mr. Martin assessed the city should start the 429 process. Administrator Hill stated he has started the 429 process with the city attorney: getting everything statutorily correct and following the correct procedures. Linda Peoples asked about the weight bearing of the road. Mr. Martin responded saying they made it a 10-ton road design; used the soil samples and constructing the road with 10 inches of gravel and 4 inches of blacktop. Administrator Hill reiterated that this is not a truck route, still residential road.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER RYAN TO APPROVE RESOLUTION 2022-05-0124 RECEIVING THE PRELIMINARY ENGINEERS REPORT AND SETTING A PUBLIC IMPROVEMENT HEARING DATE FOR 1ST ST SW AND 4TH ST NE IMPROVEMENTS FOR FEBRUARY 28, 2022, AT 6 P.M. IN CITY HALL COUNCIL CHAMBERS.

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

8. Reports

A. Planning & Zoning Report

Report was submitted.

B. Engineers Report

Report was submitted. Mayor Cash asked when the city should apply for funding for the water and sewer. Mr. Martin explained that if everything goes well with the residents at the public hearing and the plans have been finalized then we go to the Public Facilities Authority for funding.

C. Attorney's Report

No report submitted.

D. Mayor/Committee Reports

- a. Public Works Committee minutes—Blue Dump truck needs repairs. Other vehicles are broken down as well. Snowblower is still down.
- b. Member Heglund wanted clarification that the council doesn't work for the mayor as stated by Member Traylor at the last council meeting; they work for the city.
- c. Economic Development Committee—a lot of discussion on potential businesses coming to town.
- d. Member Heglund is stepping down on the Refuse committee as he was reassigned to the public works committee. Member Traylor will be his replacement.

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA TO APPROVE MEMBER HEGLUND STEPPING DOWN AND MEMBER TRAYLOR TAKING HIS PLACE ON THE REFUSE COMMITTEE. VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

9. Adjournment

MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA TO ADJOURN AT 7:14 P.M. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND MEMBER JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

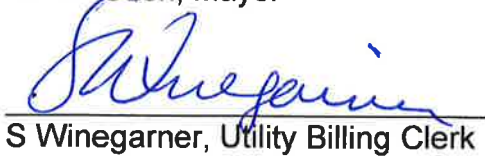
City Council Minutes

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Diane Cash, Mayor



S Winegarner, Utility Billing Clerk

