

Pursuant to due call and notice thereof, the Regular Meeting of the Crosby City Council was held on Monday, November 14, 2022, at 6:00 P.M.

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

Members Absent: Member Ryan

Staff Present: Matthew Hill, Administrator Clerk Treasurer; Samantha Wodarz, Utility Billing Clerk; Police Chief Mike Van Horn; Assistant Fire Chief Shane Jacobs; Abby Smith, Librarian; Joe Langel, City Attorney.

1. Pledge of Allegiance

2. Convene Canvassing Board

Administrator Hill stated the Canvassing Board consist of the Council Members which there are 4 of and they are all present.

3. Canvas 2022 Election Results (Mayor Cash, Members Lewis and Traylor)

Summary total 1163 people registered by 7 am day of voting, they registered 52 people day of, there were 139 absentee ballots received by county and only 1 federal absentee ballot, for a total of 833 people voting in this election. Mayor Diane Cash was elected with 425 votes, Council members elected were Vern Lewis with 447 and for Jim Traylor with 393 votes.

MOTION BY MEMBER JARVEL AND SECONDED BY MEMBER TRAYLOR TO APPROVE OF THE ELECTION RESULTS. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

4. Adjourn Canvassing Board

Mayor Cash adjourned the Canvassing Board at 6:03 pm.

5. Call Regular Meeting to Order

Mayor Cash called the meeting of the Crosby City Council to order at 6:03 P.M.

6. Approval of the Agenda

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

7. Consent Agenda

- A. Approval of Minutes from October 24, 2022, Regular Meeting
- B. Approval of Minutes from October 24, 2022, Workshop
- C. Approval of Minutes from November 3, 2022, Special Meeting
- D. Approval of Claims
- E. Adopt Resolution 2022-37-1114 Accepting Donations
- F. Approval of payment of \$51,447.00 to W. Gohman Construction Co for completed sidewalk replacement
- G. Approval of payment of \$9,747.20 to Ritter & Ritter Sewer Service, Inc. for completed cleaning and videoing of sewer lines
- H. Acceptance of resignation of Deborah Carlson from the Library
- I. Approval of Special Event Application for Ice Fishing Contest and Scorpion Homecoming

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

8. Public Hearing for unpaid Nuisance Charges and unpaid Utility Charges

Administrator Hill went over the process that the city takes for nuisance violation. Mr. Miller, who handles the nuisance complaints, checks on nuisance properties, and sends out an initial letter. After 30 days and if the issue has not been resolved, the property owners will receive a citation. Mr. Miller will check on the property every two weeks to see if the issues were resolved and if not, an additional citation will be issued and invoices out. Mr. Miller has worked with different individuals, giving them, extra time, and we have voided out invoices though out the year, as people clean up their property or provide direction of how they are going to clean up their property.

In early October, the Utility Biller goes over all the citation from October 1 of the prior year to September 30th of the current year and verifies what invoices are due. For utility bills, it is the amount that has not been paid throughout the year. The property owner will receive a letter with the list of their violation that are due, and notification that any delinquent balance is due by the first Wednesday of the month; in 2022 it was November 2nd. The utility biller will run a list for the administrator to put in the agenda for the first meeting of November. After the meeting the utility biller will run a final list make necessary adjustments and transfer the balances over to the county.

- A. Open hearing. If any written comments, they can be entered now.

Brett Masters, 120 3rd Ave NW, lives with his mother, property owner Joyce Johnson. He feels that the city is bullying him over the last couple of years. He

wanted clarification on what junk is, he feels everything on the property is of value. Mr. Miller provided the council with pictures that he has taken over the last couple of years, one of the examples was a pallet of shingles that have been sitting in the yard over the last two years. Mayor Cash stated that he could put items in the garage, put up a shed to store his stuff, and this these violations are not new and have been an ongoing issue for some time. Mr. Masters stated he is on his 10th surgery and his business is struggling and has had to downsize, because of his surgeries; he has also gone every weekend as he races cars. Joyce Johnson stated she cannot afford the fees and feels the city is punishing her for using her property. Mr. Masters addressed the Attorney, what he can do legally? Attorney Langel stated that he is not there to give legal advice, he would have to get an attorney on his own.

B. Close hearing.

Closed at 6:22 pm

9. Public Comments

No unfinished business

10. Unfinished Business.

No unfinished business

11. New Business

A. Consider acceptance of letter of resignation from Council Member Chris Ryan – Administrator Hill

Administrator Hill stated that Member Chris Ryan has resigned from his position as a member of the city council and if they accept his resignation, they will have the option of managing the next 3 city business meetings for the rest of the year with only 4 elected officials or appoint somebody to fill the vacancy position until the end of the calendar year.

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER JARVELA TO ACCEPT THE RESIGNATION FROM COUNCIL MEMBER CHRIS RYAN. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

Heglund would like to say that he never worked with anyone that spent time and research on city business like Chris did and would like to thank him for all his

hard work. He added that Chris was not a puppet, and he spoke his mind. Mayor Cash stated that she respected Chris Ryan as he always came prepared, read the packet, and had items to add to the conversation.

Member Jarvela stated Chris was very dedicated, strong-willed, and cared for the town.

Member Traylor suggested that they do not waste time trying to fill in vacancy as they only have three meetings left. Heglund suggested putting Vern Lewis on the council now. Administrator Hill stated it was up to Mr. Lewis and will ask if he is willing to do so.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER TRAYLOR TO ASK VERN LEWIS TO STEP IN EARLY ON THE COUNCIL. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- B. Consider approval of payment of \$7,500 to F.I.R.E. for new Fire Fighter training – Fire Chief Jay Decent

Assistant Fire Chief Shane Jacobs requested payment for the 5 new firefighters training, once they pass the cost are reimbursed from the State of Minnesota.

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER JARVELA TO APPROVE OF PAYMENT OF \$7500 TO F.I.R.E. FOR NEW FIRE FIGHTER TRAINING. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- C. Consider approval of payment of \$3,979.30 for repair to pump – Fire Chief Jay Decent

Shane Jacobs stated that engine 3 failed the pump test, the entire governor pressure control board was shorting out. They sent the board to the factory; they determined it could not be repaired. There was water damage to the electronic backside of the board, they ordered a new one at \$2,615.10. Engine 3 is their main attack truck; it is 12 years old, and it's the newest truck they have.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER JARVELA TO APPROVE OF PAYMENT OF \$3979.30 FOR REPAIR TO PUMP. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- D. Consider approval to purchase new saws from Dotzler Power Equipment in the amount of \$4,879.86 from the Fire Department Donations Account – Fire Chief Jay Decent

Shane Jacobs stated that the current saws are gas powered and temperamental as they are just under 20 years old. They had issues with them not starting last winter. They are requesting to order 2 new electronic chain saws and 2 new electric maniac saws, along with blades for the saws.

MOTION BY MEMBER JARVELA AND SECONDED BY MEMBER TRAYLOR TO APPROVE TO PURCHASE NEW SAWS FROM DOTZLER POWER EQUIPMENT IN THE AMOUNT OF \$4879.86. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- E. Consider approval of payment of \$6,778.08 to Grand Forks Fire Equipment LLC. From the Fire Department Donations Account – Fire Chief Jay Decent

Shane Jacobs-Lake Field Fire donated 30 packs, 60 air bottles, and 30 brand new air masks. They have been trying to get grants for new pack, tanks, and masks; their last estimate was for \$202,000, so they are grateful for what was donated. Their current air system does not have the pressure to fill the new bottles. They are requesting approval of payment to Grand Forks Fire Equipment LLC in the amount of \$6778.08 for the 2 upgrades and regular maintenance items.

- A) Buy storage tanks to store a higher air pressure
- B) Upgrade the compressor to fill the high-pressure bottles
- C) The regular maintenance with oil and filters

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER JARVELA TO APPROVE OF PAYMENT OF \$6778.08 TO GRAND FORKS FIRE EQUIPMENT LLC. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- F. Consider adopting resolution # 2022-38-1114 for IRRR residential redevelopment demo grant at 668 Superior Ave – Administrator Hill

The property owner at 668 Superior Ave approached the city, as she is getting quotes to take down the structure on the parcel. Administrator Hill has been working with the new property owner to get the property mitigated, as we have removed the nuisance violations that came with the property; he is working with her through the IRRR to get the property cleaned up. He would also like to state

that with nuisance violation, the city does work with the property owner if there is a plan in place and there is communication.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER TRAYLOR TO APPROVE OF REVOLUTION # 2022-38-1114 FOR IRRR RESIDENTIAL REDEVELOPMENT DEMO GRANT AT 668 SUPERIOR AVE. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- G. Consider adopting resolution # 2022-39-1114 adopting Assessments for unpaid nuisance charges – Administrator Hill

We have identified and worked with property owners and listed out on exhibit A parcel ID's and the amounts to be certified to the 2023 property taxes. The nuisance violations are from October 1st, 2021, to September 30th, 2022. He would also like to add they are way down from last year.

MOTION BY MAYOR CASH AND SECONDED BY MEMBER TRAYLOR TO APPROVE RESOLUTION # 2022-39-1114 ADOPTING ASSESSMENTS FOR UNPAID NUISANCE CHARGES. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

- H. Consider adopting resolution # 2022-40-1114 adopting Assessments for unpaid utilities – Administrator Hill

In the same process, we identified and worked with property owners listed out on exhibit A parcel ID's and the amounts to be certified to the 2023 property taxes. These are unpaid utility bills throughout the year starting from October 1st, 2021, to September 30th, 2022.

MOTION BY MEMBER HEGLUND AND SECONDED BY MEMBER JARVELA TO APPROVE RESOLUTION # 2022-40-1114 ADOPTING ASSESSMENTS FOR UNPAID UTILITIES. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.

12. Reports

- A. Police Chief's Report

Report Submitted

B. Fire Department Report

Report Submitted

Lady Auxiliary holding their annual turkey bingo at 6pm on Saturday the 19th at the fire hall.

C. Hallett Center Report

Administrator Hill had two updates:

1. The maintenance supervisor position was offered and accepted by Roger Lemire and will start next week.
2. General Manager was offered and accepted and will start on the 28th.

D. Library Report

Report Submitted

Jingle books campaign kicks off this week, the Hallett Trust will be matching the campaign with a grant for \$12,500. Hallett trust awarded a matching grant for \$10,000 for the endowment also, which currently at \$14,200 by 80 donors. New book club starts tomorrow, Lord of the Rings. Game afternoon next Wednesday, since.

E. Public Works Report

Report Submitted

G. Mayor/Committee Reports

Administrator Hill stated that we did get the operational funds for the Hallett center, the library, and half of 2023 for the k9 unity, which is also funded by the Hallett Trust. They are still working on the technology upgrades at the Hallett Center.

Mayor Cash would like to thank all the people that participated in the elections; candidates, the voters, the election workers, everyone.

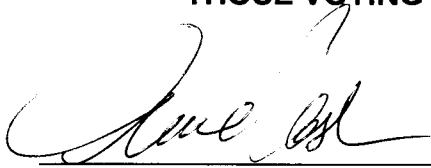
Member Traylor stated that the sewer district would like to step up the payment schedule, move it up 2 to 3 weeks. He would like Matthew to communicate with Michelle Muggle.

Mayor Cash went over the meeting schedule for the rest of the year:

- Monday, November 28th at 6pm
- Monday, December 12 at 6 pm
- Tuesday, December 27 at 6 pm

13. Adjournment

MOTION BY MEMBER TRAYLOR AND SECONDED BY MEMBER JARVELA TO ADJOURN AT 6:48 P.M. A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS, HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE. MOTION CARRIED.



Diane Cash, Mayor



Samantha Wodarz, Utility Billing Clerk