

**City of Scanlon**  
**City Council Minutes**  
**April 12, 2023**  
**5:30 pm**

Pursuant to call, and with due notice Mayor Ron Stigers called to order this meeting of the Scanlon City Council at 5:31 p.m. in the Scanlon Community Center on Wednesday, April 12, 2023.

**Roll Call:** Mayor–Ron Stigers, Scott Boedigheimer, Annette Bryant, Cody Grashorn, Mike Berthiaume and City Clerk/Treasurer–Jill Wartner.

**Absent:** Dave Line–Public Works, Jeff Goetzman (City Engineer)

**City Engineer:**

**City Attorney:** Dennis Korman

**Citizen Present:** Marshall Johnson, Mary Johnson, Janelle Coleman, Kailee Majerle, and Lori Stigers.

Motion to add Wood City Preschool (Janelle and Kailee) to the Communications section made by Scott Boedigheimer, seconded by Mike Berthiaume. All in favor, motion carries.

**Pledge of Allegiance**

**Consent Agenda:** Motion to approve the March 8, 2023 City Council minutes, February Financial report, February checks paid 53987-54040 and February total disbursements of \$91,262.90, made by Scott Boedigheimer, seconded by Mike Berthiaume. All in favor, motion carries.

**Charitable Gambling:**

**Reach** – Lost Tavern, received report for February report, \$1,323.11 check received.

**Wood City Riders** – Rendezvous, received report for February, \$505.14 check received.

**Eagles Aeries 1163** – Trapper Pete, received report for February, \$61.00 check received.

**Irving Community Club** – River Inn, received report for February, \$28.65 check received.

**Total deposit for the month of March was \$1,917.90.**

**Communications**

**Cloquet Police Department** – City Council has a copy of the March police report, Commander Adam Reed reported Scanlon had 60 calls.

**Building Inspector** – Cloquet issued one building permit in March, for a mechanical repair.

**City Attorney** – Dennis discussed Landlord’s Certificate and Consent that Wood City Preschool sent to City Clerk. Dennis advised we cannot accept this as it does not have the correct address for the city on the certificate.

**City Engineer** – Absent.

**Public Works** – Suggestion was made that 2023 road work should be focused on Dewey Ave, discussion should be had regarding replacement of water main, installation of storm drains, new sidewalk and street reconstruction. City Council suggested we get an estimate to take core samples on Dewey Ave. New employee, Matt is on his 3<sup>rd</sup> week and doing great. There was a water main break on Dewey Ave. (3<sup>rd</sup> of the season). Pothole repair is taking place. Public Works is meeting with ABCO to discuss toilet and sink issues. Trucks operating well, ice sweeper needs new brushes and some welding. Other equipment working well.

**Wood City Preschool** – Janelle/Kailee are curious as to why the rent jumped up from \$1,600-\$2,225/month. City Council/City Clerk advised this was discussed at the last 2 city council meetings and is due to the utilities increasing approximately \$10,000/year and the water usage increasing approximately 53,000 gallons. Kailee

stated they needed a 10-year lease for the bank to approve her loan, City Clerk will prepare such lease, send to Dennis Korman for review and then another meeting will be held to approve that lease.

**Citizen Comments:** Mary Johnson asked if the overpayment of a water bill and overpayment on assessment by Todd Ahistus was coded correctly. City Clerk will research it. Cade Cassels asked for an update on the Sewer Lateral Issue that was left behind for him from the previous homeowner. City has sent the previous homeowner 5 bills with no response at this time. City would like to offer to pay for the repair work on sewer line up front and bill the work to Cade's property taxes. Cade is fine with that, City Clerk will send letter to Cade to get his approval.

### **Committee Reports:**

**City Property/Building Community Center Committee** – Nothing new.

**City Clerk Office** – Motion to approve Jill Wartner to attend Year 3 of the MN Municipal Clerks Institute in St. Cloud, MN from May 8-May 12 made by Scott Boedigheimer, seconded by Annette. All in favor, motion carries

**Cloquet Fire Department** – Marshall reported, Annual year-end report approved by board. Agreement was signed with attorney Gunnar Johnson from Overom Law to work with fire district on some conflict issues. A memorandum of understanding has been approved with Local 880 for lateral transfers. A policy was adopted for board approval of fire dept. business travel outside of a 300-mile radius. Ryan Willcut hired from the lateral eligibility list. Staff is working on how to operate more efficiently.

**Park Department** – Motion to approve Annette Bryant on the park board made by Mike Berthiaume, seconded by Cody Grashorn. Annette Bryant abstained, motion carries.

**Personnel Committee** – Tenants/renters have been complaining about the cleanliness of the bathrooms and building. City employees are also noticing certain tasks not getting completed. Scott requested City Clerk to compare the Janitor's timecard to the security cameras.

**Planning Commission** – There will be a meeting on 5/10/23 at 4:30PM in the gym.

### **Water and Sewer Department:**

Motion to approve the shut off report, water adjustment report and water loss report made by Scott Boedigheimer, seconded by Mike Berthiaume. All in favor, motion carries.

### **Pending Items:**

1. City Clerk has sent previous homeowner at 616 22<sup>nd</sup> Street the 5th billing for the Sewer Lateral issue, City Clerk will draft letter to new homeowner proposing for the city to make the required repairs and assess their property taxes for the work completed.
2. Drafting of Personnel Policy, follow up meeting will be held on 4/20/2023 @5:30 PM.
3. Update ordinance to remove ATV licensing requirement (in process)

**Sales Tax** – Sales tax report was updated. Current balance is \$197,337.92.

**Cable Commission** – Nothing new to report.

**WLSSD** – Updated Reports are in the council packets.

### **New Business:**

Motion to approve Resolution 2023-04 Grant Navigation Acceptance made by Annette Bryant, seconded by Mike Berthiaume. All in favor, motion carries.

Motion to approve \$200 donation to Cloquet Police Department for Child Safety Week made by Scott Boedigheimer, seconded by Cody Grashorn. All in favor, motion carries.

**Committee Reports:** Motion to approve all committee reports made by Annette Bryant, seconded by Mike Berthiaume. All in favor, motion carries.

**Adjournment:** Motion to adjourn at 6:59 pm made by Annette Bryant, seconded by Mike Berthiaume. All in favor, motion carries.

**Next City Council Meeting**  
**May 10, 2023**  
**5:30 pm**

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Ron Stigers, Mayor

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Jill Wartner, City Clerk/Treasurer

ATTEST