

City of Scanlon
City Council Minutes
January 10, 2024
5:30 pm

Pursuant to call, and with due notice Mayor Ron Stigers called to order this meeting of the Scanlon City Council at 5:30 p.m. in the Scanlon City Council Chambers on Wednesday, January 10, 2024.

Roll Call: Mayor Ron Stigers Annette Bryant, Mike Berthiaume, Cody Grashorn, Scott Boedigheimer, Jill Wartner – City Clerk, Dave Line – Public Works.

City Attorney: Dennis Korman

Pledge of Allegiance

Citizen Present: Mary Ann Johnson, Marshall Johnson, Lori Stigers, Thalia Foss, and Jeff Goetzman.

Agenda Additions: Motion to approve the agenda as is made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.

Consent Agenda: Motion to approve the December 13, 2023 City Council Minutes, November 1, 2023 Potential Building renter Meeting Minutes, December 13, 2023 Truth in Taxation meeting minutes, December checks paid in the amount of \$49,404.85 and to file and receive December 2023 finance report made by Mike Berthiaume, second by Cody Grashorn. All in favor, motion carries.

Charitable Gambling:

Reach – Lost Tavern, received November report, \$329.10 check received.

Wood City Riders – Rendezvous, received November report, \$860.98 check received.

Eagles Aeries 1163 – Trapper Pete, received November report, \$147.99 check received.

Irving Community Club – River Inn, received November report, \$261.72 check received.

Total deposit for the month of December 2023 was \$1,599.79.

Communications

Cloquet Police Department – City Council has a copy of the December 2023 Police report in their packet. Cloquet reported 34 calls in December.

Building Inspector – City of Cloquet issued 3 building permits in December 2023, 1 commercial remodel, 1 single family remodel, and 1 for a single family roof.

City Engineer – Jeff Goetzman presented, 2024 MSA Contract was reviewed, motion to approve the MSA contract as presented made by Annette Bryant, second by Mike Berthiaume. All in favor, motion carries. Upcoming annual meeting with WLSSD on December 17.

City Attorney – No updates at this time.

Public Works –

- Flooding of the rinks has started and projecting to open on Friday.
 - Just hired 2nd seasonal person
- Both water/sewer have been quiet.
- Streets have been sanded as needed.
- Randall Bros (Carlson Company) is working on an estimate to repair a leaking circulation pump for the boilers.
 - Repair is estimated to cost around \$2,300, Council requested Dave get an estimate to replace both pumps on boiler
- Trucks are ready for snow.
- Equipment is in good working condition.

Mayors Update: Ron will be out of town January 12-14 but available by phone. Ron will be attending a meeting on January 24 regarding the Cloquet Housing Study we are participating in.

Citizen Comments: MaryAnn asked why we received an overdraft fee in our Frandsen Petty Cash account, Jill explained that we keep very little funds in that account and something was purchased twice prior to receiving a return we were expecting, Frandsen has agreed to waive the OD fee.

Committee Reports:

City Property/Building Community Center Committee – No updates.

Potential Renter/Daycare Update – City Council discussed the rent amount they would like to propose and agreed on \$800/month during the school year month (3 hours/day) and \$1700/month during the summer months (12 hours/day). Motion to approve the rent amounts made by Mike Berthiaume, seconded by Annette Bryant. All in favor, motion carries. Jill will relay those amounts to Amanda Smith.

2024 Appointment:

The following 2024 Appointments were discussed, Schlenner, Wenner and Company–City Auditor, Dennis Korman–City Attorney, Fryberger–Prosecution, Pine Knot News–Official City Newspaper, Reliable Insurance Company–Official City Insurance Company for League of MN Cities, Dave Line–Weed Inspector, Scott Boedigheimer–Acting Mayor, and Al Wallin–IT Person

2024 Committee/Chair Person:

The following 2024 Committee/Chair appointments were discussed, Mike Berthiaume–Accounting, Reconciliation of checks and deposits, Scott Boedigheimer (Chair)–Board of Appeals, Annette Bryant (Chair) and Mike Berthiaume–Building, Marshall Johnson (Primary) and Mike Berthiaume–Cloquet Fire Department, Dave Line–FOG, Annette Bryant (Chair) and Scott Boedigheimer–Insurance, Mike Berthiaume (Chair) and Annette Bryant–Park Board, Scott Boedigheimer (Chair), Cody Grashorn and Jill Wartner–Personnel, All current city council members, Marshall Johnson, Wendy Kidd and Hillary Hedin–Planning Commission, Annette Bryant (Chair) and Scott Boedigheimer–Water/Sewer, Cody Grashorn (Chair) and Ron Stigers–Streets

Banking:

1. Frandsen Bank & Trust Signers

- a. Current signers on checking and savings – Mayor-Ron Stigers, Acting Mayor-Scott Boedigheimer, Counselor-Mike Berthiaume, City Clerk/Treasurer-Jillian Wartner and City Clerk Assistant-Lori Stigers
- b. Debit Card holders for Petty Cash – City Clerk Treasurer-Jillian Wartner, City Clerk Assistant-Lori Stigers, Public Works-Dave Line and Matthew Paquette

2. Northwoods Credit Union

- a. Current Signers – Mayor-Ron Stigers, Acting Mayor-Scott Boedigheimer, Counselor-Mike Berthiaume, City Clerk/Treasurer-Jillian Wartner, and City Clerk Assistant-Lori Stigers

Motion to approve above banking signers made by Cody Grashorn, second by Annette Bryant. All in favor, motion carries.

Building Committee – Annette mentioned she would like to see the wall between the City Clerk’s office and neighboring office taken down and marketed for rent once Clerk moves office across the hall.

City Clerk Office –

Motion to approve Ordinance 232 – Floodplain Management made by Annette Bryant, second by Scott Boedigheimer. All in favor, motion carries.

Motion to approve Resolution 2024-01 – Fines and Fee Schedule made by Mike Berthiaume, second by Cody Grashorn. All in favor, motion carries.

Motion to approve Resolution 2024-02 – New Liquor License made by Annette Bryant, second by Mike Berthiaume. All in favor, motion carries.

Jill would like to attend the MCFOA conference 3/19-3/22 in St. Cloud, MN. Motion to approve for Jill to go to conference made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.

Cloquet Fire Department: Marshall reported

- Budget levy stayed the same, fire levy stayed at 2.99% and ambulance levy at 2.83%.
- Chief, Assistant Chief and Administrative Assistant's performance was reviewed and increased their salaries by 4%. They also each received a 1 step increase in their pay.
- New out of area, paid on call person, Ethan Pollack was approved for hire.
- Wipfli was approved to do the 2023 audit.
- Approved the 2024 Fire District meeting schedule.
- Two full time personnel quit.

Park Department – Will meet sometime in the spring.

Personnel Committee – Nothing new to report.

Planning Commission – Next meeting scheduled for May 8th @ 4:30PM.

Water and Sewer Department:

Motion to approve the water shut and adjustment reports made by Annette Bryant, second by Mike Berthiaume. All in favor, motion carries.

22nd Street Updates: No new updates.

Old Business:

Pending Tasks:

1. New homeowner was sent a letter stating they have until 9/1/2024 to complete repair work.
2. Marijuana law, Jill will check with Carlton on their policy
3. Siren Replacement, Scott will start the process of getting the replacement with DSC started.

Sales Tax – Sales tax report was updated. Current balance is \$268,747.72

Cable Commission – Nothing new to report.

WLSSD – December rainfall is the Council packets.

New Business:

Thank you cards were received from Scott and Annette.

Committee Reports: Motion to approve all committee reports made by Scott Boedigheimer, seconded by Cody Grashorn. All in favor, motion carries.

Adjournment: Motion to adjourn made at 6:27pm made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.

Next City Council Meeting
February 14, 2024
5:30 pm

Ron Stigers, Mayor

Jill Wartner, City Clerk/Treasurer

ATTEST