

City of Scanlon
City Council Minutes
September 11, 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 5:33 p.m. in the Scanlon City Council Chambers on Wednesday, September 11, 2024.

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

City Attorney: Dennis Korman

Absent:

Pledge of Allegiance

Citizen Present: Mary Ann Johnson, Marshall Johnson, Jeff Goetzman, Bruce Welman, and Thalia Foss

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 August 14, 2024 City Council minutes, August 20, 2024 Budget meeting minutes, August 2024 disbursements in the amount of \$100,534.00 and to file and receive the August finance report made by Scott Boedigheimer, seconded by Cody Grashorn. All in favor, motion carries.

Charitable Gambling:

Reach – Lost Tavern, received July report, \$380.70 check received.

Wood City Riders – Rendezvous, received July report, \$183.50 check received.

Eagles Aeries 1163 – Hank’s Sports Bar, received July report, \$112.87 check received.

Irving Community Club – River Inn, received July report, \$166.38 check received.

Total deposit for the month of August was \$843.45.

Communications

Cloquet Police Department – City Council has a copy of the August 2024 Police report in their packet.

Building Inspector – City of Cloquet issued 4 building permits in August, two for roofs, one for windows, and one for a fence.

City Engineer – Jeff Goetzman presented.

- Water Service Line Inventory – Submitted final inventory documents to MDH August 28.
- CIPP Lining Project – Budgetary costs provided to Dave for potential CIPP projects on 24th, 25th, and 26th Streets. Will discuss estimated CIPP costs in conjunction with sales tax project list at next CIP meeting.
- Sanitary Sewer Televising, Tall Pine – Great Lakes televised lines on 7/22 and provided video to MSA/City of Scanlon. There is one hole, city will need to evaluate.
- 2023 WLSSD Smoke Testing Grant Closeout - MSA working with city to close out the 2023 grant.
- CIP meeting series/Street project - Meeting was held on 8/14, Mike Bubany presented on funding and process for evaluating the city’s ability to fund projects in the near future.

City Attorney – Dennis recently reviewed the Zoning Ordinance and found lots of grammar errors, he will not charge us for the additional time, will be part of the retainer.

Public Works – Dave Presented

- There is an issue on a duplex in town, the duplex only has one water line. What should we do if one side pays and the other doesn’t? Scott and Denny both suggest that the bills be sent directly to the homeowner vs the renter. Bruce Welman states on his rental property he puts a shut off on the

individual lines. The council stated we can't depend on the homeowners to do that. Jill will look into if we need a resolution, ordinance or any other type of documentation to proceed with billing the homeowner vs the renter.

- Sather Park busy with MN blast softball and youth soccer.
- Truck load of infield dirt was given to us by Proctor Public Works.
- Lapointe Utilities will be fixing a sewer main section on Tall Pine.
- Only two water leaks were detected by water leak survey company, both have been repaired.
- Water leak survey is coming back to check water main valves
- Street repairs will begin in September.
- Street signs and Scanlon brush site signs have been placed on Tall Pine and 25th Street.
- Received new front cutting edge blade for international.

2024 Street repair quotes received from Kiminski Paving and Arrow Asphalt. Kiminski Paving came in at \$64,500 for all projects, Arrow Asphalt quoted \$132,416 for all projects. Discussion was had on what areas to remove as we do not have either of those amounts in the budget. Council was in agreement to remove area 3 (26th Street from Doddridge to end) and area 6 (Dewey and 28th Street patches) bringing the quote down to \$47,400. Motion to approve Kiminski paving for the 2024 roadwork with removing areas 3 and 6 for the total amount of \$47,400 made by Cody Grashorn, second by Scott Boedigheimer. All in favor, motion carries.

Scott questioned Dave on why we are not using the backhoe on water main breaks to do the digging ourselves? Dave stated it's hard to know how deep the breaks are and an excavator would be ideal if they want them to do the digging themselves. Dave states most other cities do not do the work on their own and they hire out. Scott asks if we could rent out an excavator, Dave states that's not an option because most water main breaks are in the middle of the night or not when rental places are open.

Dave would like to request approval for Matt to attend Wastewater Certification Refresher and Exam in St. Cloud MN from 10/1-10/3. There is room in the budget for this. Motion to approve for Matt Paquette to attend Wastewater Certification Refresher and Exam in St. Cloud MN from 10/1-10/3 made by Scott Boedigheimer, second by Annette Bryant. All in favor, motion carries.

Mayors/Council Update: Ron mentioned that the 22nd Street project is done up to Doddridge. Ron will be out of town from 9/20-9/22, Scott will cover.

Council asked if the new siren at Sather Park could be turned or slowed down, that would be a manufacturer issue.

Council also mentioned the handicap button for the front door is not working, Dave will look at.

Citizen Comments: No comments

Committee Reports:

City Clerk Office –

- Resolution 2024-11, Carlton County 2025 Proposed Levy and Budget was presented for approval. Levy will not change from 2024, includes a salary increase of 4%, also includes a \$25/month increase for all council members and mayor, lastly it also includes room to spend \$6,000 on Mike Bubany (financial planner). Motion to approve Resolution 2024-11 made by Scott Boedigheimer, second by Annette Bryant. Scott, Cody, Mike and Annette are in favor, Ron abstained. Motion carries.
- Jill requested approval to withdraw \$17,342.45 from Northwoods Credit Union and deposit into the Money Market account at Frandsen Bank and Trust. At Northwoods we are currently only getting an interest rate of less than 1% and the Money Market account at Frandsen has an interest rate of 4.90%, so it makes sense financially to move the remaining funds. Motion to move \$17,342.45 from Northwoods

Credit Union to Frandsen Bank and Trust made by Scott Boedigheimer, second by Cody Grashorn. All in favor, motion carries.

Cloquet Fire Department: Marshall reported

- Budget increase is proposed for next year with zero increase for fire and a 37% increase for ambulance. That is an average of \$27 increase for a \$200,000 house.
- Jamie Mathews is working on a program to collect unpaid bills. We may be able to collect unpaid bills from the state if you are getting a refund on your property taxes. Before you get your refund, the state would pay us what you owe.
- Ambulance runs for July were 330 runs.
- Paid on call personal have not received a wage increase in over 3 years. The board agreed to increase their wages by 10% immediately. This increase is within this year's budget.
- The property behind 1st bank is no longer for sale. The board then took a vote on where a new station should be built. The 22nd Street/Highway 45 site was selected.
- Working on a design change that would reduce the building size by 7,000 square feet.

Park Department – Jill mentioned the miniature whirl that was approved last month for the public works department to go pick up was no longer an option to pick up as it is out of state. Motion to approve ordering the miniature whirl and pay for the shipping made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.

Personnel Committee – Jill is still working on updating the Personnel policy to mirror the League of MN Cities policy. Goal is to be done by the end of the year.

Planning Commission – Meeting will be 10/9 at 4:45PM.

Water and Sewer Department:

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

Scott mentioned he spoke with someone from Cloquet about a high reading on a new meter of ours at 24th and Prospect. After some discussion of potentially what could be causing the high reading, the council requested Jill to draft a letter to Cloquet. The letter would demand we be charged the same billing as last year until they put check valved in place on the meters because backflow has been an issue. Jill will prepare and send to council and Denny to review, will then send to City Administrator.

22nd Street Updates: Construction meetings are still happening Tuesdays at 1 at the Cloquet High School.

Pending Tasks:

1. **Resolution 2024-10 Fee Schedule** – Scott had brought up potentially increasing the off-sale liquor license fee for establishments that do not hold an on-sale license. Jill looked into this and there is a MN statute that limits the amount of the fee to a maximum of \$240. Jill also looked into what other cities charge and most of them charge \$100. This would also require a public hearing. Council agreed to not raise the off-sale fee.

Old Business:

1. **Sales Tax** – Sales tax report was updated. Current balance is \$317,741.99.
2. **Cable Commission** – Nothing new to report.
3. **WLSSD** – Monthly reports in the Council packet.

New Business:

1. Housing study final presentation – 10/01/2024, 5:00PM Cloquet City Hall. Council is invited but if more than 2 are attending we need to post. Annette, Scott and Cody stated they will not be attending. Mike and Ron will be attending. Since it will not make a quorum, we do not need to post.

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

Adjournment: Motion to adjourn made at 6:42 pm by Cody Grashorn, second by Mike Berthiaume. All in favor, motion carries.

**Next City Council Meeting
October 9, 2024
5:30 pm**

Ron Stigers, Mayor

_____ ATTEST
Jill Wartner, City Clerk/Treasurer