

City of Scanlon
City Council Minutes
January 8, 2025
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 8, 2025.

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

City Attorney: Dennis Korman

Absent:

Pledge of Allegiance

Citizen Present: Lori Stigers, Marshall Johnson 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 December 11, 2024 City Council minutes, December 11, 2024 Planning Commission minutes, December 11, 2024 TNT minutes, December 2024 checks paid 54758-54787, ACH payments ACH3028-ACH3040 total disbursement of \$66,354.67, December 2024 Finance report made by Cody Grashorn, second by Scott Boedigheimer. Ron, Scott, Cody and Mike approve, Mary Ann does not approve. Motion carries.

Charitable Gambling:

Reach – Lost Tavern, received November report, no check received.

Wood City Riders – Rendezvous, received November report, \$655.68 check received.

Eagles Aeries 1163 – Hank’s Sports Bar, received November report, \$545.22 check received.

Irving Community Club – River Inn, received November report, \$355.79 check received.

Total deposit for the month of December was \$1,556.69.

Communications

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

Caleb, City of Cloquet – Caleb presented a five-year usage history for our meter vaults. He explained that everything is pretty normal when you average it out. He stated that after replacing some of the meters, they were reading high. After reaching out to the company they got the meters from the company explained the meters allow water to flow in both directions where the previous meters had check valves and did not allow backflow. The company explained to them how to meter the backflow and Cloquet has since credited Scanlon for the extra usage we were charged that was actually backflow.

Building Inspector – City of Cloquet issued 1 building permits in December, it was for a remodel.

City Engineer – Jeff Goetzman presented.

Motion to approve Resolution 2025-2, 28th Street Feasibility Report made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.

- 28th Street Resurfacing and Utilities

- Held meeting with Twin Ports testing on core results and potential roadway designs
- Collected topographic survey data and structure measure-downs
- Review of utility maps, sizing and CIP information, utility location request performed
- Created base map layout and will continue to work on preliminary design and report for Feb. council meeting

Two quotes for CCTV/cleaning of sanitary sewer sewers on 28th Street were presented. The first was from Great Lakes Pipe Service for \$8,553 and the second was from Superior Sewer Services for \$7,923. Still waiting on a third from Superior Jetting. Motion to approve whichever bid comes in lowest with a maximum of \$8,553 made by Scott Boedigheimer, second by Cody Grashorn. All in favor, motion carries.

- CIPP Lining Project
 - Budgetary costs provided to Dave Line for potential CIPP projects on 24th, 25th and 26th Streets, city needs to determine if they will move forward with any lining in 2025
- 2023 WLSSD Smoke Testing Grant Closeout
 - MSA assisting City to close out 2023 grant that was used for smoke testing
- City needs to set a date with WLSSD for annual meeting regarding I/I, Jill will coordinate. The annual report will be due to WLSSD in Feb of 2025
- WLSSD staff sent a list of open grant opportunities from USDA and MPCA. MSA staff will review and look at any we are potentially eligible for

City Attorney – No updates at this time.

Public Works – Dave Presented

- Sather is going well for both skating rinks.
- First water leak on 1/5/25, was not a main break, was a curb stop failure.
- Working with Jeff and Jill for WLSSD meeting.
- Planning on getting street work footage this month for 2025 road work.
- Putting in new ceiling tiles in new clerk’s office.
- New wheels going on gym carts.
- Purchased new stickers for handicap doors.
- Have not checked into FD hose dryer roof bids yet.
- Plow trucks in good working order.

Matt’s boiler license test is on 1/29/25.

Mayors/Council Update: No current updates.

Citizen Comments: None

2025 Appointments:

1. Schlenner, Wenner and Company – City Auditor
2. Dennis Korman – City Attorney
3. Fryberger – Prosecution
4. Pine Knot News – Official City Newspaper
5. Reliable Insurance Agency – Official City Insurance Company for League of MN Cities
6. Weed Inspector – Dave Line

7. Acting Mayor – Scott Boedigheimer
8. IT Person – Al Wallin

Motion to approve the above 2025 appointments made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.

2025 Committee/Chair Persons

1. Accounting, Reconciliation of checks and deposits – Mike Berthiaume (Chair), and Lori Stigers
2. Board of Appeals – Scott Boedigheimer (Chair)
3. Building – Mike Berthiaume (Chair), and Mary Ann Johnson
4. Cloquet Fire Department – Marshall Johnson (Chair), and Mike Berthiaume
5. FOG – Dave Line
6. Insurance – Scott Boedigheimer (Chair), and Mary Ann Johnson
7. Park Board – Mike Berthiaume (Chair)
8. Personnel – Scott Boedigheimer (Chair), and Cody Grashorn
9. Planning Commission – All current city council members, Citizen Advisors – Marshall Johnson, Kerry Rodd (Motion to approve Kerry Rodd as a citizen advisor made by Mary Ann Johnson, second by Mike Berthiaume. All in favor, motion carries), Wendy Kidd and Hilary Hedin.
10. Water/Sewer – Scott Boedigheimer (Chair), and Mary Ann Johnson.
11. Streets – Cody Grashorn (Chair), and Ron Stigers

Motion to approve the above 2025 Committee/Chair Persons made by Cody Grashorn, second by Mike Berthiaume. All in favor, motion carries.

2025 Frandsen Bank & Trust Signers

1. 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.
2. Debit Card holders for Petty Cash – City Clerk/Treasurer-Jillian Wartner, City Clerk Assistant-Lori Stigers, and Public Works-David Line and Matthew Paquette.

Motion to approve the above 2025 Frandsen Bank and Trust Signers made by Scott Boedigheimer, second by Cody Grashorn. All in favor, motion carries.

Committee Reports:

City Clerk Office –

- Resolution 2025-1, Fee Schedule – Discussion was had about if our meter replacement fee’s are up to date? Dave will do some research and we will table the resolution until the Feb. 2025 meeting.
- Motion to approve Lori Stigers to renew her notary stamp for five years at a cost of \$120 made by Scott Boedigheimer, second by Mary Ann Johnson. All in favor, motion carries.
- City Clerk’s office move – Mary Ann is concerned that if Jill moves, she will no longer be able to keep an eye on the park. Decision was made to keep the clerk’s office location as is.
- Jill is requesting permission to attend the MCFOA annual conference in Brooklyn Center from 3/17-3/21. Motion to approve Jill to attend the MCFOA conference made by Scott Boedigheimer, second Cody Grashorn. All in favor, motion carries.

Cloquet Fire Department: Marshall reported

- Grant from Essentia Health for \$10,844 to fund the purchase of I.V. infusion pumps for each ambulance.
- Hired Promote Me a marketing firm to educate the public and the legislature about our need for a new fire hall.
- Board agreed to approve the budget for 2025 with no changes in the total amount.
- The board meeting schedule for 2025 was approved the location was not. Several board members want meetings held in their communities.
- Boyd Billman was hired to fill a position POC-FF/EMT at step 2.
- Paid on call received a 4% cost of living increase.
- Administrative received a 4% increase and a one-step adjustment. One member is at the top of his wage schedule and will not be eligible for any more step increases.
- Adopted chiefs' goals for 2025.

Park Department – Will hold a meeting in the spring.

Personnel Committee – Meeting on 1/16/25 at 9:00 am to discuss changes to the Personnel policy.

Planning Commission – Meeting will be held on 2/12/25 at 4:30 pm.

Water and Sewer Department:

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

Pending Tasks:

Old Business:

1. **Sales Tax** – Sales tax report was updated. Current balance is \$355,404.19.
2. **Cable Commission** – Nothing new to report.
3. **WLSSD**
 - a. Monthly reports

New Business:

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

Adjournment: Motion to adjourn made at 6:19 pm by Mary Ann Johnson, second by Mike Berthiaume. All in favor, motion carries.

**Next City Council Meeting
February 12, 2025
5:30 pm**

Ron Stigers, Mayor

ATTEST
Jill Wartner, City Clerk/Treasurer