

City of Scanlon
City Council Minutes
March 12, 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, February 12, 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:

Absent: Dennis Korman, City Attorney

Pledge of Allegiance

Citizen Present: Lori Stigers, Marshall Johnson, Thalia Foss, Carrie Clement, Monica Anderson, and Bruce Welman.

Agenda Additions: Motion to approve the agenda with the addition of Resolution 2025-4, Improvement and Preparation of plans, 28th Street, the additions of WLSSD under CPS and the additions of Nuisance Ordinance under Public works made by Scott Boedigheimer, second by Cody Grashorn. All in favor, motion carries.

Consent Agenda: Motion to approve the February 12, 2025 City Council minutes, February 27, 2025 Personnel meeting minutes, January 2025 checks paid (54788-54819), January ACH payments (ACH3041-ACH3062), January total disbursement of \$137,292.61, February checks paid (54820-54858), February ACH payments (ACH3063-ACH3077), February total disbursement of \$75,159.94, January Finance report and February Finance report made by Scott Boedigheimer, second by Cody Grashorn. All in favor, motion carries.

Charitable Gambling:

Reach – Lost Tavern, received January report, \$313.34 check received.

Wood City Riders – Rendezvous, received January report, no check received.

Eagles Aerics 1163 – Hank's Sports Bar, received January report, \$375.81 check received.

Irving Community Club – River Inn, received January report, no check received.

Total deposit for the month of February was \$689.15.

Communications

Cloquet Police Department – City Council has a copy of the February 2025 Police report in their packet.

WLSSD – Caroline Clement was present to discuss the Budget/Year End Adjustment. Caroline explained in high level the background of WLSSD, the 2025 Budget, and how the billing works. Year-end Adjustments recalculates unit costs, redistributes between customers and is divided by 12 and collected or refunded monthly as part of the customers billing. Scanlon's Year-end adjustment for 2024 was \$13,750 higher due to Actual Flow/Load, \$5,833 less due to lower unit costs, and \$4,246 increase in debt services which equals \$12,162 or \$1,013 monthly.

Building Inspector – City of Cloquet issued 1 building permit in February, for siding.

City Engineer – Jeff Goetzman presented.

- 28th Street Resurfacing and Utilities
 - Reviewed information in preliminary design report
 - Public hearing held 03/12/2025 at 4:00 PM
 - Council will consider adopting a resolution to order the improvement and preparation of final plans for the project
- 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
 - WLSSD is accepting grant applications for projects until March 31
- CIP Meeting Series/Street project
 - February's Meeting
 - Recapped David Drown Associates schedule for work on funding and process for evaluating the City's ability to fund projects
 - Updated on 28th Street design, council set public hearing
 - Continue to seek out funding opportunities for projects including lead water service line work, streets, and utilities
- City hosted its annual meeting with WLSSD regarding I&I. The annual report was submitted to WLSSD in Feb of 2025.
- Discussion was had on financing the 28th Street project. The mayor and city clerk advised there is currently not cash on hand to fund the project. It was decided to table Resolution 2025-4, Improvement and Preparation of Plans, 28th Street, until funding can be secured. It was suggested to get bonding quotes, Marshall mentioned the Fire Department used Ehlers.

City Attorney – Not present

Public Works – Dave Presented

- Having difficulty upgrading work cell phone as no one currently employed is listed as the primary contact according to ATT. Lori stated she is and will look into it.
- Matt Paquette did not go to conference due to being at full capacity.
- Sather Park warming house closed for the season on 02/23/2025.
- More woods chips are needed at Sather Park and City Hall Park
- Water main break at 611 27th Street.
- Kwik Trip had frozen storm sewer for one day after rapid snow melt.
- Culvert on Tall Pine needed attention for stream flow.
- Streets in good condition after weekly snow falls.
- Kick plates will be added to the rest of the doors at City Hall.
- Tried several times for roofing contractors for metal tower roof. Mary Ann asked why we are using a contractor instead of doing the work ourselves and renting a lift? Dave stated its cheaper to use a contractor.
- Plow trucks and equipment in good working condition.
- Kiminski sent in an estimate for 2025 street sweeping, hourly rate would be \$170.00. Council decided to table until April when we can find out how many hours they billed for in 2024.

- Dave provided 18 Street projects and ranked them in order of priority and provided an estimated cost of repair. First project is 6,831 square feet on Lincoln and 30th Street off of 29th Street (estimated at \$9,800). Second project is 17,776 square feet on 24th street between Lincoln Ave and Sahlman Ave. (estimated \$19,500). Third project is 16,940 square feet on 26th Street between Sahlman Ave. and Washington Ave. (estimated \$19,500). Total estimated cost for all three projects would be \$48,300. Motion to proceed with getting bids on those top three projects made by Scott Boedigheimer, second by Mike Berthiaume. All in favor, motion carries.
- There has been an issue with dumping at the River Park, some suggestions to help resolve the issue are a larger sign, trail camera, or a cell phone camera. Scott suggested what about a sign showing stating the fine is? What about a decoy camera? It was decided a larger sign would be ordered (at least 2x3), Ron suggested checking out MR signs. Ron stated they would give Public Works a \$250 budget for the purchase of signs and a camera. Motion to approve a \$250 budget for the purchase of signs and a camera to help prevent dumping at the River Park made by Ron Stigers, second by Cody Grashorn. All in favor, motion carries.

Mayors/Council Update –

- Mary Ann stated the Sahlman Ave. sign on the intersection of Sahlman and 22nd Street is spelled wrong. The county is aware and will be replacing the sign at some point.
- Mike stated the condition of Sahlman Ave. is very bad. Bruce Welman asked if we ever fill the potholes even though it's a county road. It was stated Scanlon does not do any of the maintenance on this road because it's a county road. It was advised residents should contact Carlton County with complaints about county roads.

Citizen Comments – No comments.

Committee Reports:

City Clerk Office –

- Jill will be out of the office for conference from the afternoon of 3/18-3/21, closed on 3/19.

Cloquet Fire Department: Marshall reported

- Paid on call Captain Travis Gustafson has resigned.
- Eric Johnson has been promoted to POC Captain replacing Travis.
- Senate file 521 is for bonding. Senate file 1028 is for fire and ambulance district aid. House bills are 433 and 526. Please write our legislators asking them to support these bills.
- Four town hall meetings were held and a public hearing. If we do not receive a petition from 5% of the voters in the last election by Friday night, we can borrow the money and move forward with the new fire hall.
- Board gave preliminary approval for the issuance of a bond in the amount of \$18,880,000.00.
- Recent recruitment process resulted in 31 applicants. Five were moved forward. We will be approving the new hires at our March meeting.
- Jesse appointed to the Minnesota Board of Fire Training and Education.

Park Department – Will hold a meeting in the spring.

Personnel Committee – Meeting is set for 4/09/25 at 4:00 pm to make final recommendation to the City Council on the Personnel Policy.

Planning Commission – Meeting was held at on 3/12/25 at 4:30 pm. Eric Diver was requesting to split his lot to make part of it zoned as commercial and part of it zoned as residential. Council tabled this until Eric reaches out to the county.

Water and Sewer Department:

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

Pending Tasks:

Old Business:

1. **Sales Tax** – Sales tax report was updated. Current balance is \$371,540.38.
2. **Cable Commission** – Nothing new to report, will remove off the agenda beginning next month.
3. **WLSSD**
 - a. Monthly reports

New Business: Mary Ann had requested several chairs from Innovative Office Solutions to try and potentially order for the City Council Chambers. Motion to approve chair #1 at a proposed cost of \$3,977 for 8 chairs made by Mary Ann Johnson, second by Mike Berthiaume. Roll call vote, Mary Ann Johnson and Mike Berthiaume in favor, Ron Stigers, Scott Boedigheimer and Cody Grashorn NOT in favor. Motion failed.

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

Adjournment: Motion to adjourn made at 7:12 pm by Cody Grashorn, second by Mike Berthiaume. All in favor, motion carries.

Next City Council Meeting

April 09, 2025

5:30 pm

Ron Stigers, Mayor

Jill Wartner, City Clerk/Treasurer

ATTEST