

CITY OF NASHWAUK
City Council Regular Agenda

City of Nashwauk
301 Central Avenue
Nashwauk, MN 55769
p: 218-885-1210

TUESDAY, MARCH 24, 2020

City Council

Calvin Saari
Mayor

Brian Gangl
Councilor

Greg Heyblom
Councilor

David Holmbeck
Councilor

Kevin Bodin
Councilor

**Sellman, Borland, &
Simon**
City Attorney

Joe Dasovich
Police Chief

April Kurtock
City Administrator/Clerk

Amber Goss
Deputy Clerk

Tiffany Bodin
EMS Coordinator

Tom Martire
Street Lead

Mark Marinaro
Fire Chief

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ADOPTION OF AGENDA

4. NOTABLE ITEMS

- a. Craig Menozzi, update regarding ISD 319 school progress

5. APPROVAL OF MINUTES

- a. Minutes of the March 10, 2020 City Council meeting.

6. CONSENT AGENDA. The consent agenda gives the Nashwauk City Council a means of handling routine items in one action. However, any one councilor, city staff, or public may request that an item be removed and placed on the regular agenda for discussion and consideration.

- a. Approve claims register #32420 Claim 1 in the amount of \$31,981.91.
- b. Approve claims register #32420 Claim 2 in the amount of \$_____.

7. UNFINISHED BUSINESS

- a. Recreation Center Renovations
- b. Building Inspection Update
- c. East Itasca Joint Sewer Board Update

8. NEW BUSINESS

- a. RDC Investments, LLC –Real Property in Seventh Addition to Nashwauk
 - i. Consider Resolution No. 2020-05 to Release the City's Reversionary Interest

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in Lots 1 and 2, Block 3, Seventh
Addition to Nashwauk.

- ii. Consider Resolution No. 2020-06 to Release the City's Reversionary Interest in Lot 3, Block 1, Seventh Addition to Nashwauk -- **OR** -- Resolution No. 2020-07 to Exercise the City's Reversionary Interest in Lot 3, Block 1, Seventh Addition to Nashwauk.

- b. Consider recommendation of approval of accessible parking signage at 126 3rd Street from Police Chief Dasovich.

9. DEPARTMENT & COMMITTEE REPORTS & REQUESTS

10. COMMISSION UPDATES

- 11. PUBLIC COMMENT.** Members of the public are welcome to address the Nashwauk City Council. Please provide your name, brief description of the subject matter, and keep comments to 3 minutes. Rules for public comment are available at the podium.

12. MAYOR AND COUNCIL UPDATES

13. ADJOURN

14. SPECIAL MEETING TO FOLLOW

- a. None

**City of Nashwauk
City Council Meeting
March 10, 2020**

Mayor Saari called the meeting to order at 5:30 p.m. in the Council Chambers of City Hall.
Mayor Saari led the Pledge of Allegiance.

Members present: Councilor Holmbeck, Councilor Heyblom, Mayor Saari, Councilor Bodin.

Members absent: Councilor Gangl.

Also present: Attorney Simon, Administrator Kurtock, Police Chief Dasovich, Asst Police Chief Savolainen, Officer Grossell, Tom Martire, Jason Martire, Lance Hopke, EMS Coordinator Bodin.

Adoption of Agenda

Mayor Saari stated that Clare Dulong from the NHN Food Shelf was not present and asked to move the item related to the Bozich Addition Covenants and Jamie Mjolsness from Habitat for Humanity forward to address under notable items.

*Motion by Councilor Holmbeck, seconded by Councilor Heyblom to adopt the agenda of the March 10, 2020 City Council meeting and addressing Bozich Restrictive Covenants and Habitat for Humanity under notable items.

Ayes: all present. Motion carried.

Notable Items

Range Riders ATV Club

Mike Kennedy, Range Riders ATV Club was present to ask the City Council for a letter of support to be submitted to the Yamaha company for grant funding that would contribute to completion of the ATV trail that would also be a snowmobile trail.

*Motion by Councilor Heyblom, seconded by Councilor Holmbeck to support the Range Riders ATV in their quest to complete the Nashwauk Multi-Use Motorized Recreation Connector Trail and allow Council to sign a letter of support.

Ayes: all present. Motion carried.

Bozich Restrictive Covenants Update

*Motion by Councilor Bodin, seconded by Councilor Heyblom to approve the proposed update to the Bozich Residential Restrictive Covenants, which would strike language that allowed for chickens within the Bozich Addition.

Ayes: all present. Motion carried.

Jamie Mjolsness, Habitat for Humanity

Jamie Mjolsness, Executive Director of Itasca County Habitat for Humanity was present to discuss the updated program guidelines and said the Habitat Board would be reaching out to families within the Nashwauk area to garner interest in the program. Mayor Saari shared that the Council had reviewed a proposal to offer Habitat for Humanity two adjoining lots within the Bozich Addition.

*Motion by Councilor Holmbeck, seconded by Councilor Heyblom to offer Itasca County Habitat for Humanity two adjoining lots within the Bozich Addition for a total cost of \$5,500; acknowledging that

Habitat would likely develop these lots during the Spring of 2021 and allow for payment to be due when Habitat closes on those properties for the new home owner/s.

Ayes: all present. Motion carried.

Approval of Minutes

*Motion by Councilor Bodin, seconded by Councilor Heyblom to approve the minutes of the February 24, 2020 City Council meeting.

Ayes: all present. Motion carried.

Approval of Consent Agenda

*Motion by Councilor Holmbeck, seconded by Councilor Bodin to approve the consent agenda as follows:

- a. Approve claims register #31020 Claim 1 in the amount of \$25,328.89.
- b. Approve claims register #31020 Claim 2 in the amount of \$8,465.82.
- c. Approve claims register #31020 Claim 3 in the amount of \$6,330.60.
- d. Approve ride-along request on the Nashwauk Ambulance Service for Lydia Thole and Matthew Grossell.
- e. Approve Tiffany Bodin to attend 2020 UnderOneRoof Conference in Duluth on May 19 & 20; course fee \$85.00.

Ayes: all present. Motion carried.

Unfinished Business

Recreation Center Renovations

Mayor Saari summarized discussion from the Work Session on March 9, 2020. The Council will proceed with the project as previously planned. Councilor Holmbeck did verify that for Greenway Township, the safety complex facility was partially funded by an IRRRB grant of \$500,000.

Building Inspection Update

Lance Hopke, Building Inspector, provided an update on inspection progress.

*Motion by Councilor Holmbeck, seconded by Councilor Heyblom to civilly and criminally prosecute landlords that don't have a rental license due to non-compliance.

Aye: all present. Motion carried.

East Itasca Joint Sewer Board Update

Councilor Holmbeck inquired if it were possible for the City of Nashwauk to back-out of the Sewer Board Project, as it was not necessary for Nashwauk. Mayor Saari said there was language within the contract that allows parties to withdraw. Councilor Heyblom stated his largest concern was who would own the facility and who would be responsible for the employee that operates the facility. Nashwauk does not want to lose control of its facility or utility. Council was asked to send their concerns to Administrator Kurtock so that they could be forwarded to the respective attorneys.

New Business

Personnel Committee Guidelines

*Motion by Councilor Holmbeck, seconded by Councilor Bodin to approve the updated Personnel Committee guidelines.

Ayes: all present. Motion carried.

Donation of Football Equipment

A letter was to be sent to the football coach regarding the donation of the equipment. If the coach was agreeable to the donation with the stipulation that the group would complete food court cleanup during the 3rd of July events, then the Council would be agreeable to the exchange.

AED Purchase

*Motion by Councilor Heyblom, seconded by Councilor Bodin to approve the purchase of two AEDs from Bound Tree Medical in the amount of \$1,749.99.

Ayes: all present. Motion carried.

Paul Bunyan Communications

Paul Bunyan Communications acknowledged that there was interest from residents and business owners within the City of Nashwauk and was now asking that those interested provide that response directly to the company. A survey was circulating to understand the potential customer base. Nashwauk residents were encouraged to participate in the survey.

Department & Committee Reports & Requests

Recreation Committee

Council reviewed a quote within the packet for repair of equipment on the playground, but balked at the cost for the repair, as it was over \$5,000. Councilor Heyblom asked Tom Martire to look at the playground equipment and provide comment. Also, it was suggested that the repair work could be completed by a local company.

Peggy Hagen updated there would be a Pot Luck Thursday, March 12 in City Hall.

EMS Coordinator

EMS Coordinator Bodin said that Lydia Thole had pulled her request for ride-alongs on the Ambulance Service. Additionally, Itasca County had accepted a quote from Braun Northwest for the new ambulance. The County would be moving forward with procuring the rig.

Commission Updates

None.

Public Comment

Frank Chimento asked if the City would be taking action on the recommendation from the consultant to reach the 50% level for the general fund balance. He reminded Council that consultant, Mike Bubany said not to move forward with that effort of building the general fund balance and the community center project together. Chimento stressed that the action of the Council needs to be public.

Tom Martire asked where the City was at with the step scale advancement for Jason Martire. Mayor Saari said the city was ready for the opening of contracts to discuss the step scale and provided an update that the auditor flagged the last step scale advancement, as there was not language within the contract that allowed for such an action. Councilor Heyblom disagreed and said the City needed to go back to the minutes of the contract negotiations and see if the advancement was stated.

Adjourn

Mayor Saari adjourned the meeting at 6:35 p.m.

CITY OF NASHWAUK

03/20/20 11:19 AM

Page 1

*Claim Register©

32420CLAIM1

March 2020

Claim Type

Claim# 35480 AT&T

Cash Payment	E 100-41100-321 Phone/Internet	Council ipads 3/7-4/6/20	\$78.21
	Invoice 350290X03142020		
Cash Payment	E 650-48000-321 Phone/Internet	Amb fleet trackers, trans phone, ipads 3/7-4/6/20	\$137.65
	Invoice 350290X03142020		
Cash Payment	E 660-48660-321 Phone/Internet	amb fleet trackers, trans phone, ipads 3/7-4/6/20	\$137.65
	Invoice 350290X03142020		
Cash Payment	E 100-43100-321 Phone/Internet	building inspector phone 3/7-4/6/20	\$68.16
	Invoice 350290X03142020		
Cash Payment	E 100-42200-321 Phone/Internet	ipad 3/7-4/6/20	\$37.71
	Invoice 350290X03142020		
Cash Payment	E 100-42100-321 Phone/Internet	iphone 3/7-4/6/20	\$53.16
	Invoice 350290X03142020		

Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$512.54
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Claim# 35481 BLUE CROS BLUE SHIELD - RETIRE

Cash Payment	E 100-49240-130 Employer Paid Health Ins/	april 2020 retiree premiums	\$777.00
	Invoice		

Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$777.00
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Claim# 35482 BLUE CROSS BLUE SHIELD Ck# 005687E 3/19/2020

Cash Payment	E 100-49240-130 Employer Paid Health Ins/	April 2020 health insurance prems	\$945.50
	Invoice 200302165814		
Cash Payment	E 660-48660-130 Employer Paid Health Ins/	April 2020 health insurance prems	\$238.80
	Invoice 200302165814		
Cash Payment	E 100-43100-130 Employer Paid Health Ins/	April 2020 health insurance prems	\$4,681.50
	Invoice 200302165814		
Cash Payment	E 100-42100-130 Employer Paid Health Ins/	April 2020 health insurance prems	\$4,432.25
	Invoice 200302165814		
Cash Payment	E 650-48000-130 Employer Paid Health Ins/	April 2020 health insurance prems	\$238.80
	Invoice 200302165814		
Cash Payment	E 100-41400-130 Employer Paid Health Ins/	April 2020 health insurance prems	\$1,358.25
	Invoice 200302165814		

Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$11,895.10
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Claim# 35483 BLUE CROSS BLUE SHIELD Ck# 005688E 3/19/2020

Cash Payment	E 660-48660-130 Employer Paid Health Ins/	dental/vision prems april 2020	\$23.20
	Invoice 200302162585		
Cash Payment	E 100-43100-130 Employer Paid Health Ins/	dental/vision prems april 2020	\$195.84
	Invoice 200302162585		
Cash Payment	E 100-42100-130 Employer Paid Health Ins/	dental/vision prems april 2020	\$291.66
	Invoice 200302162585		
Cash Payment	E 650-48000-130 Employer Paid Health Ins/	dental/vision prems april 2020	\$23.21
	Invoice 200302162585		
Cash Payment	E 100-41400-130 Employer Paid Health Ins/	dental/vision prems april 2020	\$141.52
	Invoice 200302162585		

Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$675.43
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Claim# 35484 BOUND TREE MEDICAL

Cash Payment	E 650-48000-210 Operating Supplies (GENE infant mask	\$54.50
	Invoice 83545231	

CITY OF NASHWAUK

03/20/20 11:19 AM

Page 2

*Claim Register©

32420CLAIM1

March 2020

Cash Payment	E 660-48660-210 Operating Supplies (GENE infant mask				\$54.50
	Invoice 83545231				
Cash Payment	E 650-48000-210 Operating Supplies (GENE misc medical supplies				\$2,634.63
	Invoice 83542892				
Cash Payment	E 660-48660-210 Operating Supplies (GENE misc medical supplies				\$2,634.63
	Invoice 83542892				
Cash Payment	E 650-48000-210 Operating Supplies (GENE peds masks				\$32.75
	Invoice 83542893				
Cash Payment	E 660-48660-210 Operating Supplies (GENE peds masks				\$32.75
	Invoice 83542893				
Cash Payment	E 650-48000-210 Operating Supplies (GENE suction canister equipment				\$268.84
	Invoice 83493902				
Cash Payment	E 660-48660-210 Operating Supplies (GENE suction canister equipment				\$268.85
	Invoice 8343902				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$5,981.45
Claim#	35485 EAST ITASCA JOINT SEWER BOAR				
Cash Payment	E 610-61000-300 Professional Svcs (GENER Lobbying svcs for 5 mo period 1/3 of cost				\$5,000.00
	Invoice 0014				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$5,000.00
Claim#	35486 EXPRESS PRINT ONE LTD				
Cash Payment	E 100-41400-200 Office Supplies (GENERA Envelopes with city logo printed				\$191.00
	Invoice 64610				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$191.00
Claim#	35487 FIRST CALL				
Cash Payment	E 100-41100-820 Donations	2020 donation			\$250.00
	Invoice				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$250.00
Claim#	35488 LEAGUE OF MN CITY-BERKLEY				
Cash Payment	E 100-49242-360 Insurance (GENERAL)	deductible pymt for car damage 12/9/19			\$250.00
	Invoice 5682				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$250.00
Claim#	35489 MEDIACOM Ck# 005689E 3/19/2020				
Cash Payment	E 100-45100-321 Phone/Internet	3/15-4/14/20 phone svc rec			\$43.74
	Invoice				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$43.74
Claim#	35490 MINNESOTA ENERGY RESOURCES				
Cash Payment	E 100-43100-383 Gas Utilities	gas svcs feb 2020			\$517.76
	Invoice				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$517.76
Claim#	35491 MMUA OFFICE				
Cash Payment	E 100-43100-305 Medical Fees	post accident drug testing fee			\$37.50
	Invoice 55235				
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total \$37.50
Claim#	35492 NASHWAUK FIRE RELIEF ASSO				
Cash Payment	R 208-49213-33490 State of MN Fire Relief	supplemental benefit reimbursement			\$1,000.00
	Invoice				

CITY OF NASHWAUK

03/20/20 11:19 AM

Page 3

*Claim Register©

32420CLAIM1

March 2020

Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$1,000.00
Claim#	35493 NASHWAUK MARKET, LLC.					
Cash Payment	E 100-43100-210 Operating Supplies (GENE coffee supplies Invoice					\$25.13
Cash Payment	E 100-42100-210 Operating Supplies (GENE cleaning supplies Invoice					\$1.66
Cash Payment	E 100-42200-210 Operating Supplies (GENE cleaning supplies Invoice					\$1.67
Cash Payment	E 650-48000-210 Operating Supplies (GENE cleaning supplies Invoice					\$0.83
Cash Payment	E 660-48660-210 Operating Supplies (GENE cleaning supplies Invoice					\$0.83
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$30.12
Claim#	35494 NATIONS MEDICAL CONSULTING L					
Cash Payment	E 650-48000-300 Professional Svcs (GENER feb 2020 medical svcs Invoice 10					\$352.71
Cash Payment	E 660-48660-300 Professional Svcs (GENER feb 2020 medical svcs Invoice 10					\$352.71
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$705.42
Claim#	35495 PRECIOUS PAWS HUMANE SOCIET					
Cash Payment	E 100-42100-350 Dog Care Invoice n20191231		dec 2019 contract fee			\$125.00
Cash Payment	E 100-42100-350 Dog Care Invoice n20200131		jan 2020 contract fee			\$125.00
Cash Payment	E 100-42100-350 Dog Care Invoice n20200229		feb2020 contract fee			\$125.00
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$375.00
Claim#	35496 RADKO IRON & SUPPLY					
Cash Payment	E 100-43100-210 Operating Supplies (GENE misc shop supplies Invoice					\$50.96
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$50.96
Claim#	35497 RANGE REGIONAL HEALTH SERVIC					
Cash Payment	E 650-48000-305 Medical Fees Invoice		medical fees for new hires			\$70.00
Cash Payment	E 660-48660-305 Medical Fees Invoice		medical fees for new hires			\$70.00
Transaction Date	3/19/2020	Due 3/19/2020	Checking Account	10100	Total	\$140.00
Claim#	35498 STREICHERS					
Cash Payment	E 100-42100-436 Uniform Allowance MGross LS polo MGrossell Invoice I1416834					\$44.99
Cash Payment	E 100-42100-436 Uniform Allowance MGross gloves MGrossell Invoice I1417844					\$29.99
Cash Payment	E 100-42100-436 Uniform Allowance MGross locking system kit MGrossell Invoice I1417952					\$25.99
Cash Payment	E 100-42100-436 Uniform Allowance MGross 3 uniform shirts MGrossell Invoice I1417898					\$185.97
Cash Payment	E 100-42100-436 Uniform Allowance MGross uniform pants MGrossell Invoice I1418085					\$49.99

CITY OF NASHWAUK

03/20/20 11:19 AM

Page 4

*Claim Register©

32420CLAIM1

March 2020

Cash Payment	E 100-42100-436	Uniform Allowance	MGross uniform pants mgrossell		\$109.97
Invoice I1417672					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$446.90
Claim#	35499 SULLIVAN CANDY & SUPPLY				
Cash Payment	E 100-45100-210	Operating Supplies (GENE	misc supplies		\$49.85
Invoice 616069					
Cash Payment	E 100-45100-210	Operating Supplies (GENE	misc supplies		\$183.16
Invoice 615118					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$233.01
Claim#	35500 SUN LIFE FINANCIAL				
Cash Payment	E 100-42100-131	Employer Paid Life/LTD	april 2020 ltd prems		\$76.69
Invoice					
Cash Payment	E 100-43100-131	Employer Paid Life/LTD	april 2020 ltd prems		\$359.59
Invoice					
Cash Payment	E 100-41400-131	Employer Paid Life/LTD	april 2020 ltd prems		\$39.90
Invoice					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$476.18
Claim#	35501 ST CLOUD STATE UNIVERSITY				
Cash Payment	E 100-41400-310	Training	Amber MN Municipal clerks insitute payment		\$245.00
Invoice 11/217885-9178					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$245.00
Claim#	35502 EDWARDS OIL INC				
Cash Payment	E 100-42100-313	2016 Chevy Tahoe	gas feb 2020		\$210.72
Invoice					
Cash Payment	E 100-42100-314	2019 TAHOE	gas feb 2020		\$188.87
Invoice					
Cash Payment	E 650-48000-452	2012-2013 Ambulance 150	gas feb 2020		\$28.00
Invoice					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$427.59
Claim#	35503 MEDPRO MIDWEST GROUP				
Cash Payment	E 650-48000-452	2012-2013 Ambulance 150	cot repair		\$704.62
Invoice 00019008					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$704.62
Claim#	35504 BODIN, TIFFANY				
Cash Payment	E 650-48000-334	Meetings, Mileage & Lodgi	Dinner for x3 employees		\$41.18
Invoice					
Cash Payment	E 660-48660-334	Meetings, Mileage & Lodgi	Dinner for x3 employees		\$41.18
Invoice					
Cash Payment	E 650-48000-334	Meetings, Mileage & Lodgi	mileage for training LHS		\$112.12
Invoice					
Cash Payment	E 660-48660-334	Meetings, Mileage & Lodgi	mileage for training LHS		\$112.13
Invoice					
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$306.61
Claim#	35505 FREMLING, SHANNON				
Cash Payment	E 650-48000-334	Meetings, Mileage & Lodgi	LHS training mileage		\$112.12
Invoice					

CITY OF NASHWAUK

03/20/20 11:19 AM

Page 5

*Claim Register©

32420CLAIM1

March 2020

Cash Payment Invoice	E 660-48660-334 Meetings, Mileage & Lodgi	LHS training mileage			\$112.13
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$224.25
Claim#	35506 RICE, MATTHEW				
Cash Payment Invoice	E 650-48000-334 Meetings, Mileage & Lodgi	LHS training mileage			\$112.12
Cash Payment Invoice	E 660-48660-334 Meetings, Mileage & Lodgi	LHS training mileage			\$112.13
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$224.25
Claim#	35507 SALLIS, CARTER				
Cash Payment Invoice	E 650-48000-334 Meetings, Mileage & Lodgi	LHS training mileage			\$112.12
Cash Payment Invoice	E 660-48660-334 Meetings, Mileage & Lodgi	LHS training mileage			\$112.13
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$224.25
Claim#	35508 GOSS, AMBER				
Cash Payment Invoice	E 100-41400-334 Meetings, Mileage & Lodgi	training at blandin foundation 3/11/20			\$36.23
Transaction Date	3/20/2020	Due 3/20/2020	Checking Account	10100	Total \$36.23
Claim Type					Tota
					\$31,981.91

Pre-Written Checks	\$12,614.27
Checks to be Generated by the Compute	\$19,367.64
Total	\$31,981.91

NAME	YES	NO	ABSTAIN
1) _____			
2) _____			
3) _____			
4) _____			
5) _____			

SELLMAN BORLAND & SIMON PLLC

Attorneys at Law

Richard K. Sellman - Of Counsel
Andy Borland
Jaclyn Corradi Simon

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Facsimile (218) 263-4060
attorneys@sellmanborlandsimon.com

March 19, 2020

Mayor and Council Members
CITY OF NASHWAUK
301 Central Avenue
Nashwauk Minnesota 55769

RE: RDC Investments, LLC - Real Property
in Seventh Addition to Nashwauk

Dear Mayor and Councilors:

Please be advised that our office was contacted by a Title Company working with RDC Investments, LLC, with regard to its property. RDC Investments, LLC, received property from the City back in 2008 by way of two Deeds each with a reversionary interest to the City.

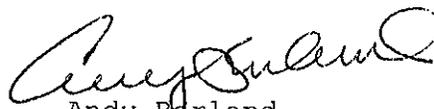
RDC Investments completed its project as to Lots 1 and 2, Block 3, Seventh Addition to Nashwauk on or before May 1, 2009. RDC Investments has failed to develop at all Lot 3, Block 1, Seventh Addition to Nashwauk. Said project was to be completed on or before May 1, 2011.

I enclose herewith three draft Resolutions and two Deeds. As to Lots 1 and 2, there is a Resolution directing the Mayor and Clerk to execute a Quit Claim Deed transferring any and all interest to RDC Investments, LLC.

As to Lot 3, Block 1, I enclose 2 Resolutions and a Quit Claim Deed. If the City wishes to waive the reversionary interest, it may direct the Mayor and Clerk to execute the Quit Claim Deed. If the Council does not wish to waive its reversionary interest, there is a Resolution directing the Clerk to seek a Deed from RDC Investments LLC transferring its interest to the City of Nashwauk.

If you have any questions, please feel free to contact me.

Very truly yours,



Andy Borland
Attorney at Law

AB:mh
Enclosures

At the Council meeting held March 24, 2020, at 5:30 p.m., in the Nashwauk City Council Chambers, _____ offered the following Resolution and moved its adoption:

RESOLUTION NO. 2020-05

RESOLUTION TO RELEASE THE CITY'S REVERSIONARY INTEREST
IN LOTS 1 AND 2, BLOCK 3, SEVENTH ADDITION TO NASHWAUK

WHEREAS, The City of Nashwauk, by way of a Deed dated June 10, 2008, conveyed its interest in real property in Itasca County, Minnesota, legally described as follows:

Lots 1 and 2, Block 3, SEVENTH ADDITION TO NASHWAUK

to RDC Investments, LLC. Said Deed was recorded with the Registrar of Titles of Itasca County on June 12, 2008, as Document No. T000052490; and,

WHEREAS, Said Deed was subject to a Reversion to the City of Nashwauk if the Grantee, RDC Investments, LLC, failed to complete the project by May 1, 2009; and,

WHEREAS, RDC Investments, LLC, met the requirements of the Reversion; and,

WHEREAS, RDC Investments, LLC, now seeks to move forward with a refinance of the property; and,

WHEREAS, The City of Nashwauk has no interest in said real property.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Nashwauk hereby directs the Mayor and Clerk of the City of Nashwauk to execute a Quit Claim Deed in substantially the form attached hereto transferring any and all interest it has in the real property legally described as follows:

Lots 1 and 2, Block 3, SEVENTH ADDITION TO NASHWAUK

to RDC Investments, LLC.

The motion to adopt the foregoing Resolution was duly supported by _____ and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSENT:

ABSTAINING:

Passed and adopted this 24th day of March 2020.

CITY OF NASHWAUK

Calvin Saari, Mayor

ATTEST:

April Kurtcock, Clerk-Treasurer

CERTIFICATION

I CERTIFY THAT the above Resolution is a true and correct copy of a Resolution adopted and passed by the Nashwauk City Council at its regular meeting held on Tuesday, March 24, 2020.

(city seal)

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED

Business Entity to Business Entity

eCRV number: N/A

DEED TAX DUE: \$1.65

DATE: March 24, 2020

FOR VALUABLE CONSIDERATION, **City of Nashwauk**, a municipal corporation under the laws of the **State of Minnesota** ("Grantor"), hereby conveys and quitclaims to **RDC Investments, LLC** a **limited liability company** under the laws of the **State of Minnesota** ("Grantee"), real property in **Itasca** County, Minnesota, legally described as follows:

Lots 1 and 2, Block 3, SEVENTH ADDITION TO NASHWAUK

This Deed is executed, acknowledged and recorded to release the reversionary provision contained in that certain Warranty Deed dated June 10, 2008, and filed June 12, 2008, as Document No. T000052490.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

The total consideration for this transfer of property is \$3,000.00 or less.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor
CITY OF NASHWAUK

By: _____
Calvin Saari

Its: **Mayor**

By: _____
April Kurtock

Its: **Clerk**

State of Minnesota)
)ss
County of Itasca)

This instrument was acknowledged before me on **March 24, 2020**, by **Calvin Saari as Mayor** and by **April Kurtock as Clerk of City of Nashauk**.

(Stamp)

(signature of notarial officer)

Title (and Rank): Notary Public

My commission expires: January 31, 20
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
Andy Borland, #20710X
Attorney at Law
SELLMAN BORLAND & SIMON PLLC
1907 Third Avenue East, Suite 2, PO Box 37
Hibbing, Minnesota 55746
Telephone: 218-262-5502
Fax: 218-263-4060 mh
Email: attorneys@sellmanborlandsimon.com

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

RDC Investments, LLC
PO Box 786
Hibbing MN 55746

At the Council meeting held March 24, 2020, at 5:30 p.m., in the Nashwauk City Council Chambers, _____ offered the following Resolution and moved its adoption:

RESOLUTION NO. 2020-06

RESOLUTION TO RELEASE THE CITY'S REVERSIONARY INTEREST
IN LOT 3, BLOCK 1, SEVENTH ADDITION TO NASHWAUK

WHEREAS, The City of Nashwauk, by way of a Deed dated June 10, 2008, transferred its interest in real property in Itasca County, Minnesota legally described as follows:

Lot 3, Block 1, SEVENTH ADDITION TO NASHWAUK

to RDC Investments, LLC. Said Deed was recorded with the Registrar of Titles on June 12, 2008, as Document No. T000052491; and,

WHEREAS, Said Deed held a reversionary interest to the City of Nashwauk if RDC Investments, LLC, failed to complete its project and the building was not ready for occupancy on or before May 1, 2011; and,

WHEREAS, RDC Investments, LLC, has failed to commence said project; and,

WHEREAS, RDC Investments, LLC, has paid taxes on said parcel of property since execution of the Deed in 2008; and,

WHEREAS, The City of Nashwauk does not seek to exercise its reversionary interest.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Nashwauk directs the Mayor and Clerk of the City of Nashwauk to execute a Quit Claim Deed in substantially the form attached hereto transferring any interest it has in said property to RDC Investments, LLC, and waives the reversionary interest it has in the real property legally described as follows:

Lot 3, Block 1, SEVENTH ADDITION TO NASHWAUK

The motion to adopt the foregoing Resolution was duly supported by _____ and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSENT:

ABSTAINING:

Passed and adopted this 24th day of March 2020.

CITY OF NASHWAUK

Calvin Saari, Mayor

ATTEST:

April Kurtcock, Clerk-Treasurer

CERTIFICATION

I CERTIFY THAT the above Resolution is a true and correct copy of a Resolution adopted and passed by the Nashwauk City Council at its regular meeting held on Tuesday, March 24, 2020.

(city seal)

(Top 3 inches reserved for recording data)

QUIT CLAIM DEED

Business Entity to Business Entity

eCRV number: N/A

DEED TAX DUE: \$1.65

DATE: March 24, 2020

FOR VALUABLE CONSIDERATION, **City of Nashwauk**, a municipal corporation under the laws of the **State of Minnesota** ("Grantor"), hereby conveys and quitclaims to **RDC Investments, LLC** a limited liability company under the laws of the **State of Minnesota** ("Grantee"), real property in **Itasca** County, Minnesota, legally described as follows:

Lot 3, Block 1, SEVENTH ADDITION TO NASHWAUK

This Deed is executed, acknowledged and recorded to release the reversionary provision contained in that certain Warranty Deed dated June 10, 2008, and filed June 12, 2008, as Document No. T000052491.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

The total consideration for this transfer of property is \$3,000.00 or less.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor
CITY OF NASHWAUK

By: _____
Calvin Saari
Its: **Mayor**

By: _____
April Kurtock
Its: **Clerk**

State of Minnesota)
)ss
County of Itasca)

This instrument was acknowledged before me on **March 24, 2020**, by **Calvin Saari as Mayor** and by **April Kurtock as Clerk of City of Nashauk**.

(Stamp)

(signature of notarial officer)

Title (and Rank): Notary Public

My commission expires: January 31, 20
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
Andy Borland, #20710X
Attorney at Law
SELLMAN BORLAND & SIMON PLLC
1907 Third Avenue East, Suite 2, PO Box 37
Hibbing, Minnesota 55746
Telephone: 218-262-5502
Fax: 218-263-4060 mh
Email: attorneys@sellmanborlandsimon.com

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

RDC Investments, LLC
PO Box 786
Hibbing MN 55746

At the Council meeting held March 24, 2020, at 5:30 p.m., in the Nashwauk City Council Chambers, _____ offered the following Resolution and moved its adoption:

RESOLUTION NO. 2020-07

RESOLUTION TO EXERCISE THE CITY'S REVERSIONARY INTEREST
IN LOT 3, BLOCK 1, SEVENTH ADDITION TO NASHWAUK

WHEREAS, The City of Nashwauk, by way of a Deed dated June 10, 2008, transferred its interest in real property in Itasca County, Minnesota legally described as follows:

Lot 3, Block 1, SEVENTH ADDITION TO NASHWAUK

to RDC Investments, LLC. Said Deed was recorded with the Registrar of Titles on June 12, 2008, as Document No. T000052491; and,

WHEREAS, Said Deed held a reversionary interest to the City of Nashwauk if RDC Investments, LLC, failed to complete its project and the building was not ready for occupancy on or before May 1, 2011; and,

WHEREAS, RDC Investments, LLC, has failed to complete the project or build anything on the premises.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Nashwauk hereby seeks to exercise its reversionary interest by way of the Deed recorded on June 12, 2008, as Document No. T000052491 and directs the Clerk of the City of Nashwauk to reach out to RDC Investments, LLC, for the purposes of receiving a Quit Claim Deed for said real property back to the City of Nashwauk.

The motion to adopt the foregoing Resolution was duly supported by _____ and upon being put to a vote, carried as follows:

FOR ADOPTION:

AGAINST ADOPTION:

ABSENT:

ABSTAINING:

Passed and adopted this 24th day of March 2020.

CITY OF NASHWAUK

Calvin Saari, Mayor

ATTEST:

April Kurtock, Clerk-Treasurer

CERTIFICATION

I CERTIFY THAT the above Resolution is a true and correct copy of a Resolution adopted and passed by the Nashwauk City Council at its regular meeting held on Tuesday, March 24, 2020.

(city seal)

**City of Nashwauk
Nashwauk Public Utilities Commission
February 18, 2020**

Chairman Latvala called the meeting to order at 3:00 p.m. in the Council Chambers of City Hall.

Members present: Commissioner Bolf, Commissioner Klamm, Chairman Latvala.

Members absent: Commissioner Bodin, Commissioner Anderson.

Also present: Engineer Jamnick, Charlie Kautto, April Kurtcock.

Adoption of Agenda

*Motion by Commissioner Bolf, seconded by Commissioner Klamm to adopt the agenda of the February 18, 2020 Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

Approval of Minutes

*Motion by Commissioner Klamm, seconded by Commissioner Bolf to approve the minutes of the January 21, 2020 Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

Approval of Claims

*Motion by Commissioner Bolf, seconded by Chairman Latvala to approve all claims signed and file the claims register as official record.

Ayes: all present. Motion carried.

Old Business

East Itasca Joint Sewer Project Update

Engineer Jamnick shared that the MPCA was internally reviewing the permits and discussing nitrogen levels. The MPCA did formally approve the Addendum to the project plan that was submitted. Jamnick shared that possibly in May or June 2020, the project could be bid.

Commissioners also reviewed a Memorandum from Attorney Brennan regarding the proposed wastewater ordinance. Additionally, the Commission received a proposed revised Joint Powers Agreement. Chairman Latvala asked that the agreement be forwarded on the Attorney Brennan as well.

New Business

Electrical Pole Replacement

Within the packet was a proposal from Minnesota Power to replace two electrical poles that were deemed 'imminent failure.' Charlie Kautto shared that the estimated cost was \$12,350.

*Motion by Commissioner Bolf, seconded by Commissioner Klamm to accept the proposal from Minnesota Power to replace two electrical poles for an estimated cost of \$12,350.

Ayes: all present. Motion carried.

Chairman Latvala asked about the meter replacement project and if all the meters had been replaced. All meters, with the exception of a few that were either incompatible or inaccessible due to snow, had been replaced.

Public Comment

None.

Adjourn

*Motion by Commissioner Bolf, seconded by Commissioner Klamm to adjourn at 3:25 p.m.

Ayes: all present. Motion carried.

Secretary

OFFICE OF COUNTY ASSESSOR

TO THE CLERK OF **Nashwauk City (Open Book)** OF ITASCA COUNTY, MINNESOTA:

NOTICE IS HEREBY GIVEN, That the **28th of April 2020** at **1:00PM** has been fixed as the date for the meeting of the Board of Appeal and Equalization in your **City** for said year. This meeting should be held in your office as provided by law.

Pursuant to the provisions of Minnesota Statutes Section 274.03, you are required to give notice of said meeting by publication and posting, not later than ten days prior to the date of said meeting.

Given under my hand this **10th day of February, 2020.**

Amber V. Peratalo

**Amber V. Peratalo, Itasca County Assessor
Itasca County, Minnesota**



March 17, 2020

Pandemic Planning and Response

As a small city with limited resources, the City of Nashwauk will be taking precautionary measures in accordance with guidance from the Minnesota Department of Health, Centers for Disease Control and Prevention (CDC), and Executive Orders from Governor Walz.

Beginning Wednesday, March 18, 2020 city buildings will not be accessible to the public. City employees will continue to report to work and provide their typical services. City Hall employees will be available by phone and email. Customers will be able to pay their utility bill via the drop box outside City Hall at the 3rd Street entrance (ramp entrance). Additionally, utility payments can be made via phone or online. To utilize the online bill pay option, please visit www.cityofnashwauk.com for additional information.

Because the Nashwauk Public Utilities operates out of the Nashwauk City Hall, any new customers will have to call and request a new service application. The Clerk's office will accommodate as needed for each individual need.

Additionally, Nashwauk City Council meetings will continue as scheduled. The City Hall building must be open to the public during this time. However, we ask that if you are ill or not feeling well, if you have been out of the country within the past 14 days, or if you have been exposed to someone who may have the virus, please do not attend the meeting. During the time of the meeting, we urge that everyone maintain the recommended distance from one another and avoid handshaking.

As Governor Walz stated, his COVID-19 response plan is "ever-evolving." As such, the City's preventative measures will evolve accordingly. At this time, city buildings will not be accessible to the public from March 18, 2020 through March 27, 2020. Closer to March 27, the City will reassess based on recommendations of the Governor and CDC.

Critical City Services

The Nashwauk Police Department, Ambulance Service, Fire Department, Waterworks, and Wastewater will all continue to provide the same level of service to Nashwauk and surrounding communities. However, the City's ability to continue providing those services without interruption strongly revolves around our users continuing with wise, sensible practices. For example, while our wastewater system is built to accommodate hundreds of thousands of gallons of waste per month, it is not accustomed to handling more than waste and toilet paper. It is imperative that paper towel, wet wipes, or any type of homemade cleaning materials not be flushed. Please throw these materials in the garbage. The garbage services will continue as scheduled.

The City encourages that we all buy-in and participate with the effort to slow the spread of COVID-19. Please continue following recommendations of hand washing, disinfecting, and social distancing. Thank you for continuing to use best practices in relation to our city services as well.

With questions, please call 218-885-1210.

Kind regards,

A handwritten signature in black ink, appearing to read "April Kurtock". The signature is fluid and cursive, with the first letter of each word being capitalized and prominent.

April Kurtock
City Administrator/Clerk



March 16, 2020

Preventative Measures.

- Use of social distancing methods (maintain distance from those who are ill and under extreme conditions, from all other people in the workplace)
- Avoiding touching your eyes, nose and mouth
- Stay home when you are sick or have been exposed to someone who is sick
- Discontinuing handshaking as a greeting
- Implement extended hand-washing method (at least 20 seconds with soap and water) after using the restroom, before eating and after blowing your nose, coughing or sneezing
- Use hand sanitizer (at least 60% alcohol) as needed or when soap and water are not available
- Use disinfectants to wipe down work surfaces at least twice per day or when a possible contamination has occurred
- Use cough and sneeze etiquette and dispose of tissues in trash cans

City's Current Sick Leave Policy.

The City's current policy on sick leave allows an employee to use sick leave when you have been exposed to a contagious disease of such a nature that your presence at the work place could endanger the health of others with whom you would come into contact. It also allows use of sick leave to care for injured or ill children, spouses, fathers, mothers, sisters or brothers.

What to do if you feel ill.

At the first sign of illness, you should leave work immediately to avoid exposing coworkers and you should stay home until you are completely recovered, or the pandemic flu virus has been ruled out.

What to do if you've been exposed to the virus.

If you have been in contact with someone who is suspected of having the virus, you should report this information to your supervisor and stay home until the pandemic virus has been ruled out for the original contact person or for you or

until you have recovered fully from the flu. If you have been out of the country, it is recommended that you do not return to work for 14 days.

When you can return to work.

You may be required to produce a physician's note stating that you may safely return to work, depending upon the availability of medical providers and the severity of the pandemic outbreak.

Supervisory authority to send ill employees home.

As always, supervisors have the authority to require an ill employee to leave the workplace, as a safety consideration for the health of other employees. While supervisors should not make judgments about a medical diagnosis, they may rely on symptoms to make a determination to send an employee home. (Coronavirus symptoms are respiratory in nature and may include fever, cough and shortness of breath.)

What will happen if your sick leave is exhausted.

If your sick leave runs out or is insufficient, you may use vacation, accrued compensatory time and, if applicable, disability insurance.

What will happen with your health insurance.

Per the Family and Medical Leave Act the City will continue the city's contribution for twelve weeks.

What will happen with regard to employee travel.

Work-related travel may be suspended temporarily during a pandemic.

How the city will communicate with employees.

E-mail and website postings will likely be our primary means of contact, but please make sure your supervisor has up to date contact information for you (e.g., cell phone number).

April Kurtock

From: April Kurtock
Sent: Friday, March 20, 2020 4:14 PM
To: April Kurtock
Subject: FW: Conducting a Meeting By Phone or Other Electronic Means

Good Morning April:

- A) If the Council were going to conduct a meeting by phone or other electronic means (because of the global pandemic), the following criteria are to be met per MN ST Sect. 13D.021.
 - 1) The Presiding Officer (Mayor), Chief Legal Counsel, or Chief Administrative Officer (April) for the affected body determines that an in-person meeting or a meeting under 13.02 (interactive tv) is not practical or prudent because of a health pandemic or an emergency declared.
 - 2) All members of the body participate in the meeting, wherever their physical location, and can hear one another and can hear all discussion and testimony. (with the number of potential lines involved you may need an AT&T conference call or the like)
 - 3) Members of the public present at the regular meeting can hear all discussion and testimony and all votes of the body, unless attendance at the regular meeting is not feasible due to the health pandemic or emergency.
 - 4) At least one member of the body, (council), Chief Legal Counsel, or Chief Administrative Officer (April), is physically present at the regular meeting location unless unfeasible due to health pandemic or emergency.
 - 5) All votes are roll call votes.
- B) If electronic means are used to conduct a meeting, to the extent practical, the body shall allow a person to monitor a meeting from a remote location. The City could charge an individual for having to do this.
- C) If telephone or other electronic means are used to conduct a meeting, the public body shall provide Notice of the regular meeting, the at some members may participate by phone and that people could monitor the meeting by electronic means (their own phone line but they may be charged for the additional cost)

A separate statute specifically provides that if a telephone or other electronic means is going to be used to conduct a meeting a Notice must be posted on its Website at least 10 days before the any regular meeting is conducted (MN ST Sect. 13D.015 subd. 4) (I just received clarification from the League that the 10 day Notice requirement to post about a telephonic meeting does not apply to Cities.)

My thoughts are the Notice could read something like the following:

Due to the global pandemic and the State of Emergency called by Governor Walz, the Nashwauk City Council will be conducting its regular council meetings of April 14th and 28th at 5:30 pm at the Nashwauk City Council Chambers by telephone as provided by Minnesota Law. Thus, some or all of the Council members may not be physically present at the Council Meeting. The public may request to be allowed to monitor the Meeting electronically, however the City reserves the right to charge the public individuals for any additional costs incurred by the City to accommodate such a request.

The council does not have to do this, but I wanted to provide this information just in case. I do not believe the Notice provision can be done quick enough for your March 24th meeting (need 10 days posted on the City's website). If you have questions, please feel free to contact me.

Andy Borland