

CITY OF NASHWAUK
City Council Regular Agenda

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

TUESDAY, MAY 26, 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. ELECTRONIC MEETING STATEMENT.** Per Minnesota Statutes 13D.021, the City may conduct a meeting through electronic means if an in-person meeting is not practical because of a health pandemic. At least one member of the council must be present at the regular meeting location. All votes are conducted by roll call, so each member's vote on each issue can be identified and recorded. Please be recognized by the Chair before speaking.

4. ADOPTION OF AGENDA

5. NOTABLE ITEMS

6. APPROVAL OF MINUTES

- a. Minutes of the May 12, 2020 City Council meeting.

- 7. 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 #52620 Claim 1 in the amount of \$73,125.44.
- b. Approve claims register #52620 Claim 2 in the amount of \$_____.

8. UNFINISHED BUSINESS

- a. Recreation Center Renovations
- b. Building Inspection Update

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1. Request from Landlord Bruce Conway regarding confession of judgement payment plan for two rental properties.

City Council

- c. East Itasca Joint Sewer Board Update

Calvin Saari

Mayor

9. NEW BUSINESS

- a. Consider the hire of Rose Carpenter, Ethan Heyblom, and Carlyn Lorenz as summer casual laborers; rate of pay \$10.00/hour.

Brian Gangl

Councilor

- b. Consider approval that the City DOES NOT WAIVE monetary limits on municipal tort liability for the 2020-2021 liability insurance coverage.

Greg Heyblom

Councilor

- c. Address concerns about camping at the LaRue Pit Access.

David Holmbeck

Councilor

- d. Consideration of RV Park restrictions in light of Governor Walz's June 1 guidelines.

Kevin Bodin

Councilor

**Sellman, Borland, &
Simon**

City Attorney

10. DEPARTMENT & COMMITTEE REPORTS & REQUESTS

- a. **4th of July Committee:** Recommendation regarding the 2020 event.

Joe Dasovich

Police Chief

- b. **Rec Committee:** Purchase of tanks for the Community Garden.

April Kurtock

City Administrator/Clerk

11. COMMISSION UPDATES

Amber Goss

Deputy Clerk

- 12. 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.

Tiffany Bodin

EMS Coordinator

13. MAYOR AND COUNCIL UPDATES

Tom Martire

Street Lead

14. ADJOURN

Mark Marinaro

Fire Chief

15. SPECIAL MEETING TO FOLLOW

- a. Work Session Regarding Revenue Sources

**City of Nashwauk
City Council Meeting
May 12, 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 Heyblom, Mayor Saari. Present via Zoom: Councilor Holmbeck, Councilor Gangl.

Members absent: Councilor Bodin.

Also present: Administrator Kurtock, Officer Grossell, Officer Brooks, EMS Coordinator Bodin.

Electronic Meeting Statement

Mayor Saari read the electronic meeting statement that per Minnesota Statutes 13D.021, the City may conduct a meeting through electronic means if an in-person meeting is not practical because of a health pandemic. At least one member of the council must be present at the regular meeting location. All votes are conducted by roll call, so each member's vote on each issue can be identified and recorded. Please be recognized by the Chair before speaking.

Adoption of Agenda

*Motion by Councilor Heyblom, seconded by Councilor Gangl to adopt the agenda of the May 12, 2020 City Council Meeting.

Ayes: all present. Motion carried.

Approval of Minutes

*Motion by Councilor Gangl, seconded by Councilor Holmbeck to approve the minutes of the April 28, 2020 City Council meeting.

Ayes: all present. Motion carried.

Approval of Consent Agenda

*Motion by Councilor Heyblom, seconded by Councilor Saari to approve the consent agenda as follows:

a. Approve claims register #51220 Claim 1 in the amount of \$25,139.83.

b. Approve claims register #51220 Claim 2 in the amount of \$9,679.80.

Roll call: Ayes—Councilor Heyblom, Councilor Gangl, Mayor Saari. Nay—Councilor Holmbeck.

Motion approved.

Unfinished Business

Recreation Center Renovations

Mayor Saari stated that the residential redevelopment survey had been sent to all Nashwauk residences. He urged people to respond and submit the survey back to the City, as the household income responses received may allow for the City to qualify for additional grant funding.

Building Inspection Update

Administrator Kurtock shared that Attorney Borland was working on filing with the court the order for repair at 315 Central Avenue.

East Itasca Joint Sewer Board Update

Mayor Saari stated there would be a Board meeting on May 19, with all engineers and consultants present. They would work together to get clarity on a few items related to the funding applications.

New Business

Fire Department Resignation

*Motion by Councilor Gangl, seconded by Councilor Heyblom to accept the resignation from Ashley Nelson from the Nashwauk Fire Department effective February 1, 2020.

Roll call vote: Ayes—Councilor Holmbeck, Councilor Heyblom, Councilor Gangl, Mayor Saari.
Motion approved.

Resolution 2020-15

*Motion by Councilor Heyblom, seconded by Councilor Gangl to approve Resolution 2020-15 Authorizing the City to make Application to and Accept Funds from the IRRRB Commercial Redevelopment Program.

Roll call vote: Ayes—Councilor Holmbeck, Councilor Heyblom, Councilor Gangl, Mayor Saari.
Resolution approved.

Social Media Comments Policy

*Motion by Councilor Heyblom, seconded by Councilor Holmbeck to approve the City of Nashwauk Social Media Comments Policy.

Roll call vote: Ayes—Councilor Holmbeck, Councilor Heyblom, Councilor Gangl, Mayor Saari.
Motion approved.

Update Regarding Brownfield Program Grant Application

Administrator Kurtock shared that correspondence was received that the grant application submit by the Iron Range Brownfields Program Coalition was not awarded funding. It was anticipated the Coalition would submit for grant funding in the next cycle.

Tax-Forfeited Parcels

Administrator Kurtock summarized correspondence received from the Itasca County Land Department stating that five parcels on Central Avenue had recently been classed as tax-forfeit. Two parcels had city assessments placed on them for demolition of hazardous structures. Those assessments were cancelled at the time of forfeiture. One parcel was the former gas station and the tanks were still in the ground. Now with tax-forfeit status, the City would be able to work with Itasca County to get the tanks removed. Itasca County had completed the tax-forfeiture classification process differently this year by not sending correspondence to the City directly about affirming tax-forfeiture status, but rather publishing notice in the newspaper. Councilor Heyblom stated he felt that the opportunity was taken from Nashwauk to obtain the property.

Disc Golf Update

The project was set to start in July. A walkthrough had been completed with Tom Martire, Sarah Carling, Cale Leiviska of Leiviska Disc Golf Design, and April Kurtock. The location of the course would be to the east of the Community Garden.

Department & Committee Reports & Requests

4th of July Committee

Councilor Heyblom said that the penalty for cancelling or rescheduling the fireworks was \$600. The Committee was hesitant to commit to cancelling or postponing the event, as they didn't want to make a

rushed decision. Councilor Heyblom wanted to support business, but stated that the celebration may just consist of fireworks that may happen in July or be postponed until September. He also stated it was too late to plan a parade. Councilor Holmbeck stated he wanted to wait to see what the Governor decides and then if the event had to be cancelled, the decision was on him. The item would be on the next agenda.

Repair Quotes for Ambulance 150

*Motion by Councilor Holmbeck, seconded by Councilor Heyblom to approve the quote from Automotive Electric LLC in the amount of \$9,888.60 for long block repair to the 2012 Ford Ambulance.

Roll call vote: Ayes—Councilor Holmbeck, Councilor Heyblom, Councilor Gangl, Mayor Saari.
Motion approved.

A second quote for repair was received from Dondelinger Automotive in the amount of \$10,103.63.

EMS Coordinator Bodin shared that through discussions with our medical director, Dr. Palecek, he estimates that COVID-19 cases will spike in our area mid-June.

Mayor and Council Updates

Councilor Holmbeck said the Nashwauk Keewatin High School had requested use of the bandstand for the graduation ceremony. Council was agreeable.

Councilor Holmbeck said it was law enforcement appreciation week. He thanked the Nashwauk Police Department for their service and acknowledged the 148th Fighter Wing flight that was scheduled to fly over Nashwauk on May 13, 2020 in a salute to healthcare and mission essential workers throughout Northern Minnesota.

Councilor Holmbeck requested that on the next work session agenda there be a topic related to work order tracking.

Councilor Heyblom stated that there needed to be a plan in place for our community in the event of an emergency so that we can obtain the supplies needed.

Mayor Saari summarized for the Council the meetings that he has been a part of over the last month. He referenced conversations with Governor Walz regarding the CARES act and LGA, the IRRRB Commissioner regarding bonding bills and the 21st Century Fund, the Weighs and Means Committee regarding specific legislation that would provide up to \$86,000 for Nashwauk in pandemic response.

Proclamation for 2020 Senior Class Recognition Day

Mayor Saari read his proclamation declaring Friday, May 29 2020 as 2020 Senior Class Recognition Day.

Adjourn

The meeting was adjourned at 6:37 p.m.

City Clerk

CITY OF NASHWAUK

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*Claim Register©

52620CLAIM1

May 2020

Cash Payment	E 650-48000-130 Employer Paid Health Ins/	June 2020 dental and vision prems				\$23.21
	Invoice 200501189157					
Cash Payment	E 100-41400-130 Employer Paid Health Ins/	June 2020 dental and vision prems				\$141.52
	Invoice 200501189157					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$618.11
Claim#	35675 BOUND TREE MEDICAL					
Cash Payment	E 650-48000-210 Operating Supplies (GENE Medical supplies					\$767.02
	Invoice 83619071					
Cash Payment	E 660-48660-210 Operating Supplies (GENE Medical supplies					\$767.03
	Invoice 83619071					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$1,534.05
Claim#	35676 CINTAS CORP - LOCATION 21M					
Cash Payment	E 650-48000-210 Operating Supplies (GENE face masks for COVID PPE					\$450.00
	Invoice 1901332287					
Cash Payment	E 660-48660-210 Operating Supplies (GENE face masks for COVID PPE					\$450.00
	Invoice 1901332287					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$900.00
Claim#	35677 EARL F. ANDERSEN					
Cash Payment	E 100-43100-210 Operating Supplies (GENE signs all way					\$149.28
	Invoice 0123136-IN					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$149.28
Claim#	35678 EDWARDS OIL INC					
Cash Payment	E 100-43100-210 Operating Supplies (GENE 3 garb tickets					\$30.00
	Invoice					
Cash Payment	E 100-42100-314 2019 TAHOE	April 2020 Gas				\$287.76
	Invoice					
Cash Payment	E 100-42100-313 2016 Chevy Tahoe	April 2020 Gas				\$43.24
	Invoice					
Cash Payment	E 650-48000-452 2012-2013 Ambulance 150	April 2020 Gas				\$19.97
	Invoice					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$380.97
Claim#	35679 EMERGENCY RESPONSE SOLUTIO					
Cash Payment	E 100-42200-210 Operating Supplies (GENE fire foam					\$1,130.00
	Invoice 15264					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$1,130.00
Claim#	35680 FASTENAL					
Cash Payment	E 650-48000-210 Operating Supplies (GENE COVID PPE sanitizer and cleaner					\$214.24
	Invoice MNHIB94627					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$214.24
Claim#	35681 GALLS INCORPORATED					
Cash Payment	E 650-48000-215 Clothing purchases	safety boots				\$64.04
	Invoice 0155825576					
Cash Payment	E 660-48660-215 Clothing purchases	safety boots				\$64.04
	Invoice 0155825576					
Cash Payment	E 650-48000-215 Clothing purchases	boots and parka				\$217.85
	Invoice 015571697					

CITY OF NASHWAUK

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*Claim Register©

52620CLAIM1

May 2020

Cash Payment	E 660-48660-215 Clothing purchases	boots and parka				\$217.86
	Invoice	015571697				
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$563.79
Claim#	35682 <i>MEDICAREBLUE RX</i>					
Cash Payment	E 100-49240-130 Employer Paid Health Ins/	June 2020 ins prems				\$1,035.00
	Invoice					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$1,035.00
Claim#	35683 <i>MESABI GLASS</i>					
Cash Payment	E 100-42100-220 Repair/Maint Supply (GEN	Replace electric strike on safety complex				\$435.00
	Invoice	14380				
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$435.00
Claim#	35684 <i>MED STATE EMERGENCY VEHICLE</i>					
Cash Payment	E 100-42200-266 2019 Dodge Ram Brush Tr	Radio for new brush truck				\$180.33
	Invoice					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$180.33
Claim#	35685 <i>NLEAC</i>					
Cash Payment	E 100-42100-325 Dues & Maintenance Plans	2020 dues				\$75.00
	Invoice					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$75.00
Claim#	35686 <i>ODC</i>					
Cash Payment	E 100-43100-268 98 Ford Dump Trk 177-324	tabs for 98 ford wing truck				\$54.25
	Invoice					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$54.25
Claim#	35687 <i>PRECIOUS PAWS HUMANE SOCIET</i>					
Cash Payment	E 100-42100-350 Dog Care	Apr 2020 contract fee				\$125.00
	Invoice	N20200430				
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$125.00
Claim#	35688 <i>PURCHASE POWER</i>					
Cash Payment	E 100-41100-222 Postage	Postage				\$193.69
	Invoice					
Cash Payment	E 650-48000-222 Postage	Postage				\$0.50
	Invoice					
Cash Payment	E 660-48660-222 Postage	Postage				\$0.50
	Invoice					
Cash Payment	E 601-49000-222 Postage	Postage				\$81.57
	Invoice					
Cash Payment	E 602-49020-222 Postage	Postage				\$81.58
	Invoice					
Cash Payment	E 603-49030-222 Postage	Postage				\$81.57
	Invoice					
Cash Payment	E 604-49040-222 Postage	Postage				\$81.58
	Invoice					
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$520.99
Claim#	35689 <i>SHAIN AND SONS</i>					
Cash Payment	E 100-43100-210 Operating Supplies (GENE	Black Dirt				\$374.00
	Invoice	147				

*Claim Register©

52620CLAIM1

May 2020

Cash Payment	E 100-45100-210 Operating Supplies (GENE Black Dirt for garden Invoice 147					\$66.00
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$440.00
Claim#	35690 STRYKER SALES CORPORATION					
Cash Payment	E 650-48000-451 2020 Ambulance Invoice 3013060M	Power pro Ambulance cot New Ambulance				\$39,580.38
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$39,580.38
Claim#	35691 SUN LIFE FINANCIAL					
Cash Payment	E 100-42100-131 Employer Paid Life/LTD Invoice	june 2020 LTD prems				\$76.69
Cash Payment	E 100-43100-131 Employer Paid Life/LTD Invoice	june 2020 LTD prems				\$359.59
Cash Payment	E 100-41400-131 Employer Paid Life/LTD Invoice	june 2020 LTD prems				\$39.90
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$476.18
Claim#	35692 TJS AUTO REPAIR INC					
Cash Payment	E 100-42100-314 2019 TAHOE Invoice 10343	New tires mount and balance				\$968.52
Cash Payment	E 100-42100-313 2016 Chevy Tahoe Invoice 10359	New tires mount and balance and oil change				\$1,028.51
Transaction Date	5/22/2020	Due 5/22/2020	Checking Account	10100	Total	\$1,997.03
Claim Type					Total	\$73,125.44

Pre-Written Checks	\$12,904.71
Checks to be Generated by the Compute	\$60,220.73
Total	\$73,125.44

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

City of Nashwauk

5-22-2020

RE: property taxes vs Landlord License

I have a confession payment plan in place with Itasca County on some of my properties and I'm asking that as long as I'm current with those that my license will not be in jeopardy.

Sincerely,

Bruce Conway

It is my understanding the Campground & LaRue are closed for camping. Why is Jerry Miersch allowed to park his camper at the LaRue for months at a time - year after year. When police dept. was asked - it was said that the city of Washouak doesn't own the LaRue & has no authority. Then why do we pay insurance? Also, I did see a sign on the gate to the LaRue last year, but it has been removed.

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to psstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

City of Nashwauk
Nashwauk Public Utilities Commission
April 21, 2020

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

Members present: Commissioner Bolf, Chairman Latvala. Present via Zoom: Commissioner Klamm, Commissioner Bodin, Commissioner Anderson.

Also present: Charlie Kautto, April Kurtock. Present via Zoom: Engineer Jamnick.

Adoption of Agenda

*Motion by Commissioner Bodin, seconded by Commissioner Anderson to adopt the agenda of the April 21, 2020 Nashwauk Public Utilities Commission meeting.

Ayes: all present. Motion carried.

Approval of Minutes

*Motion by Chairman Latvala, seconded by Commissioner Bodin to approve the minutes of the March 17, 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 Board Update

Engineer Jamnick provided a Rate Breakdown report summarizing the Phase I cost estimates for Nashwauk and Keewatin, an annual operating budget, funding, and a rate summary. Additionally, Jamnick stated that the wastewater permit was currently out for public comment. Funding wasn't assured yet, but it should be known within the next couple of months. Commissioner Klamm asked about the plan review for plumbing and electrical.

Electrical Pole Replacement Update

Charlie Kautto stated that Minnesota Power had started on the electrical pole replacements. Five poles had been replaced thus far. Some poles were owned by Centurylink and the company was working with Kautto to replace those as well.

Electrical Rate Discussion

Commissioner Bolf shared a concern related to the electrical rate. Based on the previously approved power cost adjustment calculation, the rate for the power cost adjustment would have been a negative rate for the past three months. It was never intended to be a negative rate.

*Motion by Commissioner Klamm, seconded by Commissioner Bodin to establish a minimum rate for the power cost adjustment at .006¢; the rate could increase based on the previously approved calculation, but would never go below .006¢.

Ayes: all present. Motion carried.

New Business

5-Year Capital Improvement Plan

Engineer Jamnick provided an updated 5-Year Capital Improvement Plan document for Commission and Council review. The Commission stated they would prioritize it for the next meeting.

Public Comment

None.

Adjourn

*Motion by Commissioner Klamm, seconded by Commissioner Bodin to adjourn at 3:35 p.m.

Ayes: all present. Motion carried.

Secretary