

VIRGINIA CITY COUNCIL

COUNCIL PROCEEDINGS

CITY OF VIRGINIA, MINNESOTA, January 9, 2018

The regular meeting of the City Council in the City of Virginia, Minnesota was called to order by Mayor Cuffe, Jr. at 6:30 p.m. in the Council Chambers, City Hall.

Present: Councillor Paulsen, Johnson, Jorgensen, Baranzelli, Baribeau, Littlewolf

Mayor Cuffe, Jr. (7)

Absent: None

Mayor Cuffe, Jr. led the Pledge of Allegiance.

Mr. Paul Checco was present to request payment of \$3,609.78 for December payroll taxes that were incurred on his payroll account while managing the Golf Course Clubhouse. This is the amount to close out the account and he doesn't have enough funds in his checking account to cover the balance due. Mr. Checco noted that this will completely close out the contract with the City. He had been in arrears each month and was only paid for half of December as the Clubhouse closed December 16, 2017. City Administrator See-Benes noted that Mr. Checco is liable for the payroll taxes. Mr. Checco was paid \$14,000 a month under the current contract and that was to cover the payroll taxes that he owes for his employees. This payment of \$3,609.78 is in addition to the full contract amount that was already paid to Mr. Checco.

Moved by Councillor Littlewolf, supported by Councillor Johnson to approve the payment request of \$3,609.78 to Mr. Paul Checco for the balance due for payroll taxes for the professional services agreement for the Virginia Golf Course Clubhouse.

Ayes –Councillor Littlewolf, Jorgensen, Baribeau, Baranzelli, Paulsen, Mayor Cuffe, Jr. (6)

Nay-Councillor Johnson (1)

Motion Carried.

Moved by Councillor Baranzelli, supported by Councillor Baribeau to approve the consent agenda as follows:

1. Approval/correction of minutes of Regular Meeting held December 12, 2017, the December 12, 2017 Truth in Taxation Hearing and Special Council meeting and the December 18, 2017 Special Council meeting.
2. Adoption of Finance Resolution No. 18-001 Schedule of Bills.
3. Approve the Exempt Permit for the Whitetails Unlimited MN Northeast Deer Camp to conduct a raffle at the Elks Lodge on March 3, 2018.
4. Approve the temporary liquor application for the Friends of the Greenhouse on February 3, 2018 for the Olcott Park Fountain Fundraiser.
5. Approve the following training requests:
 - A. Virginia Fire Department:
 1. Chris Clark to attend the International Code Council Conference on February 13-15, 2018 in Chaska, MN cost of \$650.00
 2. Erik Jonassen and Dustin Erickson to attend the L381 Incident Leadership on January 22-26, 2018 at Camp Ripley, MN cost of \$50.00
 - B. Approve Britt See-Benes, Pamela LaBine, Krystina Nikola, Kris Johnson, Sherry Erickson, Deb Judnick, Larry Cuffe, Jr. to attend the MCFOA Region II meeting on January 12, 2018 in Aurora, MN cost of \$230.00
 - C. Approve Britt See-Benes, Larry Cuffe, Jr. and Allen Lewis to attend the Residency Restriction seminar February 8, 2018 in St Paul, MN cost of \$60.00
6. Approve the 2018 Solid Waste Hauler's License Renewal for Waste Management.

Motion Carried

Councillor Baribeau requested item 5D be removed to question the length of the training for the Clerks Institute. There would be one additional year after 2018.

Moved by Councillor Baribeau, supported by Councillor Jorgensen to approve Kris Johnson to attend the Minnesota Municipal Clerks Institute on April 30 to May 5, 2018 in St. Cloud MN cost of \$1,359.92 Motion Carried.

DISCUSSION ITEMS

Moved by Councillor Johnson, supported by Councillor Jorgensen to accept the resignation of Jenni

Smith from the Virginia Economic Development Authority. Motion Carried.

Moved by Councillor Littlewolf, supported by Councillor Baribeau to adopt Resolution 18026 designating depositories for 2018. Motion Carried.

The Council discussed the designation of the official newspaper. It was noted that certain publications may have to be advertised on short notice and the Mesabi Daily Newspaper is a daily publication versus the Hometown Focus which is weekly. The Hometown Focus can also be used in addition to the MDN if needed.

Moved by Councillor Paulsen, supported by Councillor Baribeau to adopt Resolution 18027 to designate the Mesabi Daily News as the Official Newspaper for the City of Virginia for 2018. Resolution adopted unanimously.

Moved by Councillor Jorgensen, supported by Councillor Johnson to approve payment to the Virginia High School Family & Consumer Science Department for supplies used to make 100 dozen cookies for the Pat Surface Concert, cost of \$228.75 for the Olcott Fountain Fundraiser to be paid through the Virginia Foundation. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Paulsen to approve payment to the Mesabi Range College Graphic Design Department for supplies used to design posters, flyers and tickets for the Pat Surface Concert cost of \$300.00 for the Olcott Fountain Fundraiser through the Virginia Foundation. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baribeau to approve the City of Virginia Fire Department donation to Cook VFD and Kinney/Great Scott VFD of used SCBA tanks and masks. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Paulsen to adopt Resolution 18028 accepting donations for the Police Department Canine Unit in the City of Virginia July 1, 2017 thru December 31, 2017. Resolution adopted unanimously.

City Administrator See-Benes noted that the three seasonal positions to be filled are basic entry level and involves a variety of jobs. This is a six month temporary position and the employees will be placed where

needed. The AFSCME Union is in agreement with the hiring. The hiring is being done because of vacancies on staff due to injuries and illness.

Moved by Councillor Jorgensen, supported by Baranzelli to adopt Resolution 18029 to hire three seasonal part-time maintenance positions for the Parks & Recreation and the Public Works Departments. Resolution adopted unanimously.

COMMITTEE REPORT

Committee of the Whole Meeting held January 2, 2018:

Moved by Councillor Johnson, supported by Councillor Baribeau to approve City staff to work with a potential business for the first right of refusal and the intent to purchase City property located at the corner of 2nd Avenue North. Motion Carried.

Moved by Councillor Johnson, supported by Councilor Jorgensen to direct City staff to work with the Fountain Committee to address the concerns brought forward from the State Historical Society for the Olcott Park Fountain Restoration Project and prepare a response. Motion Carried.

Moved by Councillor Jorgensen, supported by Councilor Baribeau to deny the requests for parking at the City owned lot on the corner of 2nd Avenue and 5th Street (former One-Hour Photo lot) and to place “no parking” signs on the property. Motion Carried.

Moved by Councillor Baribeau supported by Councillor Johnson to allow City staff to work with the Laurentian Arts & Cultural Alliance group to create a short and long term plan for the Lyric Center to utilize the City owned Virginia Teen Center facility at 516 Chestnut Street. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Baranzelli to approve participation in the Shared Fire Services Study pending further information with a financial obligation of up to \$6,270. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Paulsen to approve the Range Association of Municipalities and Schools (RAMS) dues for 2018 in the amount of \$950.00. Motion Carried.

Moved by Councillor Baranzelli, supported by Councillor Baribeau to make the recommended changes

to the Volunteerism Policy discuss at the next Committee of the Whole meeting. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Littlewolf to table the Leave Sharing and donation policy for further discussion. Motion Carried.

Councillor Baribeau noted his concern with the billing company monitoring the Financial Hardship Policy because of HIPPA guidelines. Councillor Baribeau would prefer the City to administer the policy.

Moved by Councillor Johnson, supported by Councillor Littlewolf to approve the Financial Hardship Policy with proposed language change for an annual update on the poverty guidelines.

Ayes: Councillor Johnson, Littlewolf, Jorgensen, Paulsen, Baranzelli, Mayor Cuffe, Jr. (6)

Nay- Councillor Baribeau (1)

Motion Carried.

The Police Department pursuit policy will be updated and returned to Council for review at the next Committee of the Whole meeting.

Moved by Councillor Littlewolf, supported by Councillor Baranzelli to approve the recommended changes to the Social Media Policy. Motion Carried.

The traffic and parking study were discussed at the Committee of the Whole meeting. The Street and Alley committee will meet to discuss the parking issues. St. Louis County will be at the Committee of the Whole meeting on January 16, 2018 to discuss the landscape for the new Government Services Center and City staff will be meeting on January 18, 2018 with St. Louis County regarding parking during construction of the new GSC. No further action was taken.

Moved by Councillor Johnson, supported by Councillor Baribeau to approve not filling the Engineering Technician position at this time. Motion Carried.

Mayor Cuffe, Jr. discussed the proposed meeting to discuss the Codification of Ordinances. The Mayor noted that the entire Council doesn't need to be involved in the codification process. Councillor Littlewolf

also agreed that it should be presented to the Council after staff has reviewed the document.

Moved by Councillor Littlewolf, supported by Councillor Johnson to direct City staff to review and discuss the suggested codification changes at a Committee of the Whole meeting. Motion Carried.

Moved by Councillor Littlewolf, supported by Councillor Johnson to adopt Resolution 18030 for the proposed guidelines for City Council Meetings with the recommended changes for 2018. Resolution adopted unanimously.

COMMISSION LIAISON/DEPARTMENT HEAD REPORTS

Councillor Baribeau informed the Council of the VPUC strategic planning meeting will be meeting at 8:30 tomorrow, January 10, 2018.

Councillor Johnson attended the Friends of Public Safety meeting. Discussion was held on applying for a 501C3 status. He encouraged more residents to attend the meetings. The meetings are held the first Monday of every month at 6:30 p.m.

Councillor Jorgensen informed the Council of an upcoming Olcott Park Fountain fundraising event; Taste of the Queen City, to be held at the Miners Memorial Building on Saturday, February 3, 2018 from 6:00 p.m. to 10:00 p.m. Advance tickets will be sold \$30.00 each with 300 tickets to be sold.

Mayor Cuffe, Jr. noted that the Laurentian Chamber will be holding a legislative conference on Friday, January 12, 2018. The RAMS annual dinner will be held on Wednesday, January 10, 2018 at the Mt. Iron Community Center. Governor Dayton will be the guest speaker at the annual dinner and the Mayor will be meeting with Governor Dayton prior to discuss the Hwy 53 \$5.7 shortfall. Mayor Cuffe, Jr. has been asked to make the send-off speech for the USA curling team on January 25, 2018. A meeting with Ron Jerich will be held next week to discuss the legislative priorities.

The 2017 City Update has been published in both the Mesabi Daily News and the Hometown Focus as well as on the City website and on Channel 5. This is a snapshot of everything that has been going on in the City. Another update will be done in March for 2018.

Mayor Cuffe, Jr. thanked Mr. Joe Caulfield, City volunteer and Ms. Rudy Harvey, the Executive Director for the Virginia Foundation for all of their hard work in the community and helping to move the City forward.

The meeting was adjourned at 7:28 p.m. to Tuesday, January 23, 2018 at 6:30 p.m. in the Council Chambers.

(OFFICIAL SEAL)

Larry Cuffe, Jr., Mayor

Pamela LaBine, City Clerk