

## COUNCIL PROCEEDINGS

### CITY OF VIRGINIA, MINNESOTA, MARCH 27, 2012

Regular meeting of the City Council of the City of Virginia, Minnesota, was called to order by Acting Mayor Cuffe at 6:30 P.M. in the Council Chambers, City Hall.

#### Roll Call:

Present: Acting Mayor Cuffe Councillors Littlewolf, Ralston, Baribeau, Sipola, Russo - 6

Absent: Mayor Peterson - 1

Acting Mayor Cuffe led the Pledge of Allegiance.

Moved by Russo and supported by Baribeau to approve the Consent Agenda, as follows:

1. Approval/correction of minutes of Regular Meeting held March 13, 2012.
2. Adoption of Finance Resolution No. 12-006 – Schedule of Bills.
3. Approve Application for Exempt Permit for Ruffed Grouse Society to hold a raffle on April 19, 2012.
4. Adopt Resolution No. 12071, accepting the bid from the City of Hopkins Fire Department, in the amount of \$50,000, to purchase a 1993 Peterbuilt/Custom Fire Engine.
5. Adopt Resolution No. 12072, accepting the quote from MacQueen Equipment, in the amount of \$10,364.74, for a 200' color self-leveling push camera.

Motions carried and resolutions adopted unanimously.

Keith Nelson, St. Louis County Commissioner, was present and stated the St. Louis County Board voted unanimously to sell the single tax forfeited parcel closest to Tritec to the City of Virginia for \$25,000 to afford Virginia the opportunity to facilitate Tritec's expansion project.

Commissioner Nelson also corrected a misstatement that he made in the Mesabi Daily News and stated the School District and County each receive forty percent of the funds for tax forfeited property, with the City receiving twenty percent. Commissioner Nelson stated he has received several inquiries on the former Staver Foundry properties.

Bob Krepps, St. Louis County Land Commissioner, reviewed the steps that were taken by the Environmental Protection Agency to clean up the former Staver Foundry property, beginning in October of 2010. The final report from the EPA was received on March 29, 2011, and indicated the Staver Foundry cleanup was complete. Mr. Krepps stated he would provide the City Council with a copy of the report. Commissioner Nelson stated St. Louis County would bring the EPA back in if there were any issues with the property.

Commissioner Nelson stated the five Staver land parcels were appraised at \$260,000 and offered to the City of Virginia for \$150,000. Commissioner Nelson has no issue in putting the parcels up for sale at the public auction, if the City is not interested in purchasing them. Minnesota Statutes do not allow the County to transfer the tax forfeited property to a private owner prior to the land auction.

Commissioner Nelson stated St. Louis County is working with the IRRRB on a plan to lower the tipping fees on all demolitions to facilitate smaller cities. St. Louis County is proposing to reduce their tipping fees by one-half for the City of Virginia.

Moved by Baribeau and supported by Ralston to adopt Resolution No. 12073, requesting the conveyance of State tax forfeited land, Parcel No. 90-195-205, to the City of Virginia, in the amount of \$25,000.00. Resolution adopted unanimously.

Moved by Ralston and supported by Russo to refer the remaining four tax-forfeited parcels of the former Staver Foundry property to the Finance Committee and request clarification of the boundaries. Motion carried.

Commissioner Nelson stated he will commit the necessary resources by St. Louis County and assist the City in making a decision on the former Staver property. Commissioner Nelson also stated the City of Virginia will be allowed to make a decision on the property, prior to placing the tax forfeited property in the public sale.

Moved by Sipola and supported by Baribeau to adopt an Ordinance amending Chapter 6, Section. 6.43 of the City Code entitled “Taxi License Restrictions and Regulations”. Ordinance adopted unanimously.

City Clerk Roskoski stated the City Council must reestablish the precinct boundaries and polling places, as required by the State’s redistricting process, and recommended that the polling places remain the same.

Moved by Sipola and supported by Russo to adopt Resolution No. 12074, reestablishing the boundaries for Precinct 1 and its polling place. Resolution adopted unanimously.

Moved by Sipola and supported by Russo to adopt Resolution No. 12075, reestablishing the boundaries for Precinct 2 and its polling place. Resolution adopted unanimously.

Moved by Sipola and supported by Russo to adopt Resolution No. 12076, reestablishing the boundaries for Precinct 3 and its polling place. Resolution adopted unanimously

Moved by Sipola and supported by Russo to adopt Resolution No. 12077, reestablishing the boundaries for Precinct 4 and its polling place. Resolution adopted unanimously.

Moved by Sipola and supported by Russo to adopt Resolution No. 12078, reestablishing the boundaries for Precinct 5 and its polling place. Resolution adopted unanimously.

Councillor Ralston reported on the Buildings/Grounds Committee meeting held on March 20, 2012.

The Minnesota Department of Transportation will receive comments until April 4, 2012, on the realignment of Highway 53 and Councillor Ralston stated the issue will be discussed at the next Finance Committee meeting.

Moved by Ralston and supported by Littlewolf to approve the conceptual design plan from Architectural Resources for the Silver Lake Trail Project and request the Park/Recreation Commission and Finance Committee to submit comments on the project. Motion carried. Councillor Sipola stated the Park/Recreation Commission approved the conceptual design at their last meeting.

Moved by Ralston and supported by Littlewolf to refer proposal from Architectural Resources, Inc., to update the City Parks and Trails Master Plan to the Park/Recreation Commission for review and then to the Finance Committee for consideration. Motion carried. Councillor Sipola stated the Park/Recreation Commission unanimously supported the proposal from ARI to update the master plan.

Councillor Cuffe reported on the Finance Committee-of-the-Whole meeting held on March 20, 2012.

Moved by Russo and supported by Baribeau to add an additional \$25,000 to the Charter Bond for the purchase of administrative hardware and software for fingerprint time clocks.

Councillor Russo stated the time clocks would be utilized in all City departments. Councillor Littlewolf questioned the cost savings with the use of a time clock and recommended that other systems be researched that would cost less than \$25,000. Councillor Littlewolf stated she could support the proposal if “fingerprint” was removed from the motion. Councillors Cuffe and Ralston stated the City Council would still need to approve the specific time clock system.

Moved by Russo and supported by Baribeau to amend the previous motion to add an additional \$25,000 to the Charter Bond for the purchase of administrative hardware and software for time clocks. Motion carried.

Moved by Russo and supported by Baribeau to authorize the Finance Director to organize overtime for the Accountant, as necessary. Motion carried.

Moved by Sipola and supported by Baribeau to request the City Attorney and other City Departments to review and comment on the HGACBuy Cooperative Purchasing Agreement. Motion carried.

Moved by Russo and supported by Baribeau to accept the bid from the high bidder for the Kawasaki Mule, in the amount of \$3,426.00, with the second high bid accepted if the high bidder withdraws their bid. Motion carried.

Moved by Littlewolf and supported by Baribeau to adopt Resolution No. 12079, accepting the proposal from MacQueen Equipment, in the amount of \$113,456.00, for the purchase of a 2012 Heil Rapid Rail Automated Side Loading Refuse Collection Body, less a trade-in allowance of \$8,000 for the 2002 International Truck, making the net cost to the City of \$105,456.00. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12080, accepting the bid from Mesabi Bituminous, Inc., for bituminous cold mix, furnished and delivered, in the amount of \$94.00/ton, and hauled by the City, in the amount of \$88.00/ton, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12081, accepting the bid from North American Salt Co., for crushed rock salt, in the amount of \$71.90/ton, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12082, accepting the bid from Hawkins, Inc., for aluminum sulfate, in the amount of \$435.00/dry ton, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12083, accepting the bid from Hawkins, Inc., for liquid chlorine, in the amount of \$807.30/short ton, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12084, accepting the bid from Mesabi Bituminous, Inc., for Gravel - Class 5 Aggregate, furnished and delivered, in the amount of \$7.00/ton, and hauled by the City, in the amount of \$4.00/ton, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12085, accepting the bid from Forest Concrete Products for sand, furnished and delivered, in the amount of \$7.75/c.y., and hauled by the City, in the amount of \$5.85/c.y., for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12086, accepting the bid from Lawson Products for assorted bolts and other fittings, in the amount of \$34,420.00, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Sipola to adopt Resolution No. 12087, accepting the bid from Trimark Industrial for lubricants, in the amount of \$8,508.20, and fluids, in the amount of \$920.15, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Russo and supported by Baribeau to adopt Resolution No. 12088, accepting the bid from Northwest Asphalt Maintenance, for asphaltic concrete surface maintenance services, in the amount of \$.45/lineal foot, for the period May 1, 2012, through May 1, 2013. Resolution adopted unanimously.

Moved by Baribeau and supported by Sipola to adopt Resolution No. 12089, to extend the agreement with the Podpeskar Agency for the Agent of Record for the property and liability insurance for the City and Public Utilities for a three year period, from July 1, 2012, through June 30, 2015, with an annual fee of \$3,810.00. Resolution adopted unanimously.

Moved by Baribeau and supported by Ralston to authorize Benchmark Engineering to call for bids for the 12<sup>th</sup> Avenue Widening Project, from 17<sup>th</sup> Street South to T.H. 53, with a bid opening date of April 24, 2012. Motion carried.

Moved by Baribeau and supported by Sipola to authorize SEH Engineering to proceed to correct the sludge issue at the Wastewater Treatment Plant, at an estimated cost of \$26,520, to be funded through the Sewer Fund, contingent upon approval of a change order to increase the contract with Rice Lake Construction. Motion carried.

Councillor Baribeau reported on the Street/Alley Committee meeting held on March 20, 2012.

Moved by Baribeau and supported by Ralston to approve the installation of four additional “Children at Play” signs within the Fairview Addition, at the locations as determined by the Engineering Department and Fairview residents, and to approve the installation of a stop sign on a temporary basis in the eastbound lane of 16<sup>th</sup> street North, at the intersection of 4<sup>th</sup> Avenue. Motion carried.

Moved by Baribeau and supported by Littlewolf to approve the installation of two handicapped parking spaces in front of the Virginia Senior Citizens Center, to be designated by the Engineering Department, and one handicapped parking space in the parking lot behind the Senior Citizens Center. Motion carried.

Moved by Baribeau and supported by Ralston to remove the handicapped parking space at 109 1<sup>st</sup> Street North, contingent upon verification that the resident no longer requires the space. Motion carried.

Moved by Baribeau and supported by Ralston to request Councillor Sipola to present the recommendations from the Joint Animal Task Force at the April 10<sup>th</sup> City Council meeting.

Motion carried.

Councillor Russo reported on the Personnel Committee held on March 23, 2012, to review the job description for the Police Administrative Assistant and Police Promotion and Hiring Policy. Updated documents will be reviewed at the next meeting. The Detective vacancy was placed on hold until the promotion policy is finalized.

Councillor Ralston reported that the Curl Mesabi had a great season and a tremendous turnout for junior curling program.

Acting Mayor Cuffe congratulated Tim Koivunen for attaining his new position as Police Chief for the City of Eveleth and wished him well.

Meeting adjourned at 7:52 P.M., with the next regular City Council meeting to be held at 6:30 P.M. on Tuesday, April 10, 2012.

(CORPORATE SEAL)

LARRY CUFFE  
Acting Mayor

LOIS ROSKOSKI  
City Clerk