

**MINUTES
REGULAR MEETING OF THE AURORA CITY COUNCIL
CITY/TOWN GOVERNMENT CENTER
TUESDAY, AUGUST 7, 2018
5:30 P.M.**

PRESENT: Mayor Lislegard, Councilors Gregor, Cromley, and Lakso

ABSENT: Councilor Worshek

ALSO PRESENT: Becky Lammi, City Clerk; Wayne Thuringer, Public Works Director, Paula Chapman, Library Director; Tim Soular, East Range Police Department Chief; Mike Kearney, City Attorney

Meeting was called to order by Mayor Lislegard at 5:30 p.m.

APPROVAL OF MINUTES

Moved by Gregor and supported by Cromley to approve the following minutes as presented: Regular City of Aurora Council Meeting – July 10, 2018 approved with corrected payroll amount of \$90,088.45 and corrected receipt amount of \$89,337.59; Special City of Aurora Council Meeting – July 19, 2018; Special City of Aurora Council Meeting – July 24, 2018. **MOTION CARRIED**

APPROVAL OF RECEIPTS & DISBURSEMENTS

Moved by Lakso and supported by Cromley to approve the receipts for July 2018 in the amount of \$161,069.77 as presented. MOTION CARRIED

Moved by Cromley and supported by Gregor to approve the disbursements for July 2018 in the amount of \$179,992.06 and Payroll in the amount of \$98,627.69. MOTION CARRIED

American Bank of the North	\$197.88
American Bank of the North	\$433.23
American Bank of the North	\$11.10
American Bank of the North	\$788.69
Aurora A&W	\$105.00
Blue Cross and Blue Shield of MN & Blue Plus	\$108.30
Bureau of Criminal Apprehension	\$15.00
Ed Berdice Memorial Little League Tournament	\$125.00
Embarrass Little League	\$85.00
Hawkins Inc.	\$5,620.90
jobsHQ	\$474.50
JPJ Engineering, Inc.	\$16,600.00

Junior Library Guild	\$527.76
K&K Cleaning	\$495.00
League of MN Cities	\$61.20
Little League Play Offs Tournament Fee	\$85.00
LMCIT	\$250.00
MCFOA	\$45.00
Mesabi East Band Boosters	\$50.00
Mesabi East Schools ISD 2711	\$5,164.90
Metro Sales	\$351.39
MicroMarketing LLC	\$36.00
Midwest Playscapes, Inc.	\$30,004.00
Midwest Tape	\$79.98
Minnesota Energy Resources	\$775.99

Minnesota Power	\$8,943.94
Minnesota Pump Works	\$834.00
Minnesota Telecommunications	\$349.80
MN Association of Cemeteries	\$91.50
MN UC Fund	\$1,031.92
MTI Distributing Inc.	\$576.56
Northern State Bank	\$4,814.00
Northern State Bank	\$6,250.24
NTS	\$1,189.50
Office Enterprises, Inc.	\$16.94
Pace Analytical Services Inc.	\$1,639.10
Portable John	\$2,115.00
Praxair Distribution Inc.	\$107.34
Range Office Supply	\$320.36
Range Paper	\$256.52
Rapid Rooter, Inc.	\$440.00
Red Top Construction, LLC	\$540.00
Roger's Online Corporation	\$198.00
Schultz, Kathy	\$67.92
Service Solutions Inc.	\$89.00
Shred Right	\$15.00
St Louis County Auditor	\$3.30
St Louis County Auditor	\$3.30
St Louis County Recorder	\$46.00
St Louis County Recorder	\$46.00
Synchrony Bank/Amazon	\$254.28
Taconite Tire	\$348.88
The Control Company	\$480.00
Tomahawk Ford Inc.	\$13,284.64
U.S. Postal Service	\$250.00
US Bank	\$450.00
US Post Office	\$311.52
US Treasury	\$44.62
US Treasury	\$42.94
Verizon	\$14.99
Verizon Wireless	\$35.01
Vivid Design	\$35.00
VOID	\$0.00
Volunteer Firefighters Benefit Association of Minnesota	\$151.00
Vreeland, Chris	\$201.18
Walker Giroux & Hahne LLC	\$24,500.00

Williams, Charles F.	\$14.20
Zieglar, Inc	\$755.44

MOVING PERMITS

NONE

APPLICATION FOR EMPLOYMENT

NONE

CORRESPONDENCE

Moved by Cromley and supported by Lakso to receive and file the following correspondence: Nathan Gove, Minnesota Board of Peace Officer Standards and Training regarding East Range Police Department; Minnesota Public Utilities Commission regarding public hearings in September on the service quality, customer service, and billing practices of Frontier Communications; Office of the State Auditor, State of Minnesota regarding Statement of Position – Credit Card Use and Policies. **MOTION CARRIED**

Ruth Harristahl, St. Louis County Land and Minerals Department requesting assessments against Parcel No. 100-0030-01680 (321 West Second Avenue North) be waived. **Moved by Gregor and supported by Cromley to waive assessments against Parcel No. 100-0030-01680. MOTION CARRIED**

TRAVEL AND TRAINING REQUESTS

Moved by Cromley and supported by Lakso to approve travel and training requests for Hillary Hartleben to the Blandain Leadership Conference and Jess LaCount to Wastewater Certification Examination. MOTION CARRIED

APPEARANCES

Jackie Cherro representing Caring for Kids, requested the City of Aurora pay C&C Winger, Seppi Brothers, Midwest Playscapes Inc., and Midwest Playground Contractors Inc. in the total amount of \$1,076.50. She also thanked all volunteers and city employees who assisted with the park equipment. Mayor Lislegard had questions on the amount currently in the gambling fund; City Clerk reported there is a balance of \$9,967.18 as of June 30, 2018. Mayor Lislegard also stated there will be a grand opening of the park, and a news article in the Mesabi Daily News.

Motion by Lislegard and supported by Cromley to pay the remaining balance of \$1,076.50 for North Woodland Terrace Park playground renovation. MOTION CARRIED

REPORT FROM STAFF MEMBERS

Paula Chapman, Library Director –

The 2018 summer reading programs have reached their conclusion! I am proud to announce that this summer, the preschool and elementary children read, or had read to them, 59,825 pages, and participating teens reported reading 78 books during the 7 weeks of this summer's program. Congratulations to each summer reading, and to everyone who read to children this summer. Participating children who have not yet picked up any certificates, coupons, and prizes they earned are requested to do so by September 7.

This month, the Aurora Public Library invites the young and young at heart to laugh, move, and dance your way through Glen Everhart's show of original kids' comedy songs. Selections include "I've Got the Heebie Jeebies," "The 4 Headed 3 Legged 2 Armed 1 Eyed Monster," "The Littlest Worm" and many more! The program will be held at the Aurora Public Library on Friday, August 17, at 1:00 pm.

Finally, Assistant Librarian Kathy Schultz has had her last day at the Aurora Public Library. I appreciate her working as long as she did during the process of hiring a replacement. I am also thankful for our retired Assistant Librarian Bonnie Harma, as well as for Brooke Dahl, who works at the Mesabi East Library and who has worked at the Hoyt Lakes Public Library, who have done some subbing at the library in the gap period until we have a new Assistant Librarian. On that subject, I have an item on which the Library Board requests your action this evening. The Library Board recommends offering the position of Assistant Librarian to Sharon Gresly, contingent upon your approval and background check results. Sharon has previous library experience in the Arrowhead Library System and is very enthusiastic about library services.

Tim Soular, Chief of the East Range Police Department –

Applications for Administrative Secretary have closed as of Monday. Many thanks to Heather for her services; she will be returning to train the new hire. I have met with the property owners on South Main to discuss the blight issue; they are working on getting the area cleaned up, but it will take some time.

REPORTS FROM BOARDS AND COMMISSIONS

Mayor Lislegard reviewed the list of the following reports from Boards and Commissions.

East Range Joint Powers Board – June 26, 2018; Aurora Volunteer Fire Department – June 13, 2018 & July 11, 2018; Park Committee Meeting – July 16, 2018; Aurora Public Library Board Special Meeting – July 31, 2018; Aurora Cemetery Board – July 25, 2018; Animal Control Report – July 2018; Planning & Zoning Commission Meeting – July 24, 2018.

City Clerk Lammi reviewed the list of the following Zoning Permits: Bryana Ceglar, Lakehead Minnesota Properties, Cherokee Rova, Michael Theisen & Ann Niesen, Harry Drabik. **Moved to approve by Gregor, seconded by Cromley. Mayor Lislegard abstains. MOTION CARRIED**

The Zoning Permit requested by Thomas Sherek requires a variance; Planning and Zoning has spoken to the resident and he will submit requested variance for approval.

Residential Improvement Permits: Rosemary Miller, Connie Mitchell, Paul Stark, Harry Drabik, Becky Shamp, Marvin Niemi. **Motion to approve by Cromley, supported by Gregor. MOTION CARRIED**

REPORT FROM COUNCILORS

Councilor Gregor attended the Fire Department family picnic and it was great to see the members with their families as a team; we should be proud to have the force to protect our property and lives. On July 29, 2018, Becky, Jodi, Ed, and Councilor Gregor met on the East Mesabi Water Project and set a few objectives to coordinate information and decisions to the council and administration. They are in the process of drafting the job description for a project manager, along with exploring issues with joint power agreements. A second meeting will be held on Thursday to reach consensus on the project manager job description.

Councilor Lakso wanted to comment on our disc golf course. An article in the Hometown Focus lists Aurora's Disc Golf Course in an article, and the course is also listed in the annual and online directories. Thanks to the Parks Committee and Caring for Kids for this disc golf course, it brings a lot of people to the city.

Councilor Cromley stated the Number 1 Engine has been driven down to the Cities for repairs; it is a 1996 engine and this is the first time it has needed major repairs. The City still has Engine Number 2, which will ensure the safety of the residents. Weather was hit and miss at the Annual Picnic, but the department had a good turn out and the firefighters were good cooks. If anyone has questions or concerns about fire rings, camp fires, or backyard fires, please stop by the clerk's office for safety information about having fires in town. Thank you to Caring for Kids for giving back to the community. He would like to encourage the council to continue to support outside organizations which help the community grow. Thank you to Chief Soular for the updated Emergency Operations Plan.

REPORT FROM MAYOR

Mayor Lislegard reports AEOA looking for people to participate in Meals-on-Wheels and bus drivers. If you have the means and time please look at volunteering with a Meals-on-Wheels or the Food Shelf; civic engagement is very important. Thank you to the volunteers. City Clerk is updating ordinances for pigeons and animals.

MEETING OPEN TO THE PUBLIC

Rudy Ceglar:

Agenda item 9.2 tax forfeit – why is the City not collecting the taxes for this property?

City Attorney: The County agrees to clean up properties by razing them and maintaining the land, so the City's part of that partnership is forgiving the tax assessments.

300 E. 3rd Ave. N, north side of the building – blight complaint.

E. 3rd Ave. N – blight complaint.

Chief: East Range PD has sent a letter, the process will continue. It will be forward to the City Attorney to prosecute.

Central Ave., potato warehouse – blight complaint.

Mayor: Commercial properties may have different blight requirements; the City will look at ordinances.

Central Ave., burnt vehicle – abandoned vehicle complaint.

Chief: Progress is being made, but discussions will have to take place on what expectations are ongoing.

E.3rd Ave. N. – abandoned vehicle complaint.

Chief: Some vehicles are owned, some are not.

Thank you to everyone who keeps up their properties!

OLD BUSINESS

Dennis Schubbe from Northeast Technical Services gave an update on the St. James Pit Study. He will work with City Clerk and Town of White to bring scope of services and cost to a future Special Joint Meeting with Town of White on the East Mesabi Joint Water Project.

The Council discussed the Cemetery Turn Lane Project. The Cemetery Board recommends looping 4 roads on the south side of the cemetery, instead of 3. CDBG seems receptive to possible funding for the

project, and the Clerk has been in communication with them on the project. Public Works recommends the project be done in conjunction with the County work on the intersection, and that the City also removes the sidewalk on the west edge of the cemetery, as it is not ADA compliant. **Motion by Cromley and supported by Lislegard to direct the City Clerk and Public Works to move forward with the Cemetery Turn Lane Project. MOTION CARRIED**

NEW BUSINESS

Moved by Gregor and supported by Cromley to adopt Ordinance Number 83 – Ordinance Amending Chapter 90: Miscellaneous Provisions 90.02 Maintenance of Private Property, Weeds with amendments clarifying intention of Ordinance.

Moved by Cromley and supported by Lakso to approve Resolution 2018-24 – Approving the joint emergency operations plan in conjunction with the City of Hoyt Lakes and Town of White.

Moved by Gregor supported by Lakso to allow Chief Soular to sign on the behalf of the City of Aurora for the Emergency Operations Plan.

Moved by Lakso and supported by Cromley to approve wage change for Katherine Nissula to Summer Work Lead effective August 7, 2018.

Moved by Gregor and supported by Lislegard to approve 2017 financial audit as presented by Tom Kelly from Walker, Giroux, and Hahne, LLC.

Council will work with the City Clerk to find a time and date of budget discussions. No action.

Moved by Lislegard and supported by Gregor to approve credit card issuance for Barrett Honkola, Fire Department Treasurer.

Moved by Lislegard and supported by Cromley to table updating Accounting Clerk job duties and refer back to the Committee to review and make recommendation.

Moved by Lislegard and supported by Cromley to table updating City Clerk job duties and refer back to the Committee to review and make recommendation.

Moved by Lakso and supported by Gregor to approve final payment to Utility Systems of America, Inc. for the 1st St. W. improvements in the amount of \$3,125.37.

Moved by Cromley and supported by Gregor to approve release of final retainer to Casper Construction, Inc. for the 2015 Street Improvements in the amount of \$36,475.00.

Moved by Lakso and supported by Cromley to approve Celebrate Auroras use of the light poles on 3rd Ave. W. and Main St. from October 5, 2018 to November 2, 2018 for a Halloween/Fall Light Pole Decoration Contest.

Moved by Gregor and supported by Lakso to adjourn the meeting.

Meeting adjourned at 6:58 p.m.

David Lislegard, Mayor

ATTEST:

Becky Lammi, City Clerk