

February 21, 2023 City Council Minutes

A regular meeting of the City Council of the City of International Falls, Minnesota was held in the Council Chambers of the Municipal Building on the 21st day of February 2023 at the hour of 5:30 P.M.

MEMBERS PRESENT: Mayor Droba and Councilors Buller, Holden, Kalar and Wegner

MEMBERS ABSENT: None.

APPROVED agenda as presented

MOTION by Councilor Holden to approve agenda as presented. Motion seconded by Councilor Buller.

Councilor Kalar requested agenda item 6e – Consider response to Koochiching County in regards to the Lease Agreement for shared space for the International Falls Police Department be removed from the agenda so further discussions can occur with Koochiching County Commissioners and Sheriff Hedlund. Mayor Droba stated a response is due to the County by February 22, 2023 and felt the agenda item should remain so a response can be given by date requested.

MOTION by Councilor Kalar to remove agenda item 6e – Consider response to Koochiching County in regards to the Lease Agreement for shared space for the International Falls Police Department. Motion seconded by Councilor Wegner. Motion failed 2-3 with Councilors Kalar and Wegner voting ‘yea’ and Mayor Droba, Councilor Buller, and Councilor Holden voting ‘nay’.

Original motion to approve agenda as presented carried unanimously.

APPROVED minutes of the February 6, 2023 regular City Council meeting

MOTION by Councilor Holden to approve minutes of the regular City Council meeting of February 6, 2023. Motion seconded by Councilor Kalar and carried unanimously.

APPROVED minutes of the February 13, 2023 Committee-of-the-Whole meeting

MOTION by Councilor Wegner to approve minutes of the Committee-of-the-Whole meeting of February 13, 2023. Motion seconded by Councilor Buller and carried unanimously.

APPROVED minutes of the February 16, 2023 Special Committee-of-the-Whole meeting

MOTION by Councilor Holden to approve minutes of the Special Committee-of-the-Whole meeting of February 16, 2023. Motion seconded by Councilor Wegner and carried unanimously.

ADOPTED Resolution No. 15-2023 approving transfers, payment of claims, and accounts payable

MOTION by Councilor Kalar to adopt Resolution No. 15-2023 approving transfers, payment of claims and accounts payable for the second monthly City Council meeting. Motion seconded by Councilor Holden and carried unanimously.

CLAIMS

A+ Pest Management	Pest Control	477.49	75288
All Season Equipment, Inc.	Shovels, Tires-Ambulance, W&R-Water	1,295.67	75289
Allied Generators	Generator Maintenance	4,567.10	75290
Amazon Capital Services	Supplies-Amb/Fire/IT/Pol/San	1,280.20	75291
American Water Works Assoc.	Membership Dues-Kelly & Brokaw	312.00	75292
Andrew Holler	Cleaning Service	139.00	75293
Bear's Port Town Tire	Tires-Street/Water/Sanitary Sewer	1,832.00	75294
Bolton & Menk, Inc.	Engineering Services	220,920.55	75295
Border Boxes	Shipping-Water Plant	148.00	75296
Bound Tree Medical, LLC	Credit Memo, Ambulance Supplies	761.52	75297
Bowman Asphalt Products, Inc.	14th Ave MSA-Appl 3	48,320.50	75298

Brian Jespersen	Police Benefit	150.00	75299
Brian Youso	Police Benefit	150.00	75300
CherryRoad Media, Inc.	Mtg Dates/Minutes/St.&Util. Bid Notice	1,821.43	75301
City of Int'l Falls-Fund 401	Water Funds Transfer	66,666.66	75302
City of Int'l Falls-Fund 403	Water Funds Transfer	20,567.25	75303
City of Ranier	Water-City Beach, Annual State Test Fee	21.27	75304
CMS Medicare	Ambulance Overpayment Refund	460.38	75305
Expert Billing, LLC	Ambulance Transports	4,031.00	75306
Falls License Bureau	2023 Mack Dump Truck #8896	9,408.49	75307
Forestland Sales & Service	Parts-P&R/Grnds, Fluid-Wtr Plant	182.50	75308
Frontier	Monthly Telephone Service	2,858.27	75309
Galls, an Aramark Co., LLC	Cloth-Gedde/Sears/Tveit/Kastens	441.18	75310
Hawkins, Inc.	Chemicals	1,742.60	75311
Innovative Office Solutions, LLC	Supplies-Administration	168.97	75312
Jared Baldwin	Travel Expense	105.00	75313
Jefferson Fire & Safety	Helmet Shields and Eye Protectors	1,217.67	75314
Jorson & Carlson Co.	Blade Sharpening & Cleaning-Zamboni	224.28	75315
K & K Meyers, Inc.	Repairs-Zamboni, Bldg Maint- Water	84.99	75316
Kelly Meyers	Travel Expense	629.62	75317
KGM Contractors, Inc.	Pleasant Ave Drainage	72,135.00	75318
Koerter's Fuel & Car Wash	Gas-Police	1,656.25	75319
Kooch Co Env Services Dept	Professional Services-Fire	12.00	75320
Kooch County Auditor/Treasurer	Certificate of Tax & Taxable Prop.	200.00	75321
LMC Insurance Trust-Liab	Annual Liability & Auto Insurance	201,777.00	75322
LMC Insurance Trust-WC	W.C. Insurance	268,037.00	75323
LVC, Inc.	Ann. Fire Ext. Servicing & Inspections	2,324.45	75324
Madden Galanter Hansen, LLP	Labor Relations & Legal Services	4,771.78	75325
Mannco Trucking, Inc.	Loader/Chipper, Parts-Units151/124	4,490.52	75326
Marco - LEC	Copier Agreement	326.85	75327
Melanie Clarity	Sewing-Ambulance	32.00	75328
Menards - Int'l Falls	Sup-St/Pol/St.Lt, M&R-Gar/St	280.00	75329
Meyers Glass	Maint/Repair-Zamboni	180.28	75330
Michael Musich	Police Benefit	150.00	75331
Minn State Fire Chiefs Assn	Duluth FOTOS Attendee	855.00	75332
Minnesota Child Support	ID 0014487664, Locator Code 27	50.00	75333
Minnesota Dept. of Health	State Test Fee	6,296.00	75334
Minnesota Energy Resources	Utilities	11,525.68	75335
Minnesota Industries	Maintenance & Repair-VNP	67.00	75336
Minnesota Power	Utilities	43,047.61	75337
MN Dept of Labor & Industry	Boiler Registration-Mun/Lib/W.Plnt	50.00	75338
Modern Imaging Solutions	Supplies-Police	109.95	75339
Moody's Investors Service, Inc.	Annual Fee for EDA Bonds-VNP	500.00	75340
NAPA	Parts-Water Dept./St. Garage/Street	170.61	75341
Northern Lumber & Hardware	Tools-Amb/Fire/St, Sup-House/P&R	1,483.60	75342
Office of MNIT Services	Wide Area Network(Wan) Services	267.73	75343
Pelland Welding, Inc.	Parts-P&R, Supplies-VNP/Water	564.97	75344
Provider Enterprise	Non-vent AcuCare Masks	259.75	75345
Rainy Lake Medical Center	Medical Supplies	525.95	75346
Rainy Lake Oil	Off Road Fuel-Water	325.13	75347
Range Paper Corp	Sup-Street/Water/W.Plant/Ambulance	225.48	75348
ServiceMaster of Int'l Falls	Cleaning Services-VNP	4,725.00	75349
St. Louis County Auditor	2023 Regional Radio Fees	244.50	75350
State of MN Dept. of Public Safety	Program Fees	100.00	75351
Steve Boyum Construction	Equipment Rental-Bldg Demo	450.00	75352
Ted Brokaw	Water Operator Exam-S.Kelly	32.00	75353
Terry Christie	Police Benefit	150.00	75354
Terry Wood	Police Benefit	150.00	75355
Tom Lynch	Police Benefit	150.00	75356
Van Iwaarden Associates	GASB 75 12/31/2022	3,200.00	75357
Viking Electric Supply, Inc.	Maintenance & Repair	66.00	75358
WEX Bank	Gas-Strm/Fire/House/St/Bldg/Amb/Wtr	7,104.19	75359
Willi Kostiuik	Police Benefit	150.00	75360
WMG Lyfjaberg, LLC	Medical Director	300.00	75361
Xerox Corporation	Monthly Charges-Water Plant	49.84	75362
Ziegler, Inc.	Fender-Street	1,254.86	75363
The following checks were issued under blanket authorization:			
AFLAC	Supplemental Insurance	182.08	101700
All State-American Heritage	Supplemental Insurance	9.64	101701
Bay Bridge Administrators, LLC	Supplemental Insurance	364.30	101702
Bremer Bank, NA	Federal Withholding	42,977.74	101703

I.U.O.E. Central Pension Fund	Retirement	4,403.70	101704
City of Int'l Falls	HRA – Police/Fire	494.00	101705
City of Int'l Falls	Health Insurance – 49ers	364.00	101706
IAMAW District W3	Union Dues	1,751.00	101707
Int'l Falls Ambulance Service	Dues	168.00	101708
I.U.O.E. Local 49ers	Health Reimbursement	840.00	101709
Justin Franz, Sec/Treas.	C.O.P.S.	110.00	101710
MN Child Support Pmt Center	Wage Assignment	784.48	101711
MN Department of Revenue	State Withholding	8,262.89	101712
Empower Retirement	Deferred Compensation	9,018.00	101713
NCPERS Minnesota	Life Insurance Premiums	112.00	101714
N. Kooch Area Sanitary District	Health Insurance Premiums	50.00	101715
PERA	Retirement	37,169.10	101716
RCB Collections, Inc.	Wage Assignment	118.42	101717
United Way of NE MN Inc.	Employee Donation	15.00	101718

AUDIENCE
PUBLIC HEARING
OPENING BIDS
OLD BUSINESS
CONSENT AGENDA

None.
None.
None.
None.
None.

NEW BUSINESS:
APPROVED letter of support for the Border-to-Border Broadband Development Grant Application

Jim Yount, Chair of Koochiching Technology Initiative shared they have worked to develop a proposed broadband project that will bring reliable, affordable, broadband access to the businesses and economic development sites located along Highway 332 S and County Road 155 corridor. This area is currently unserved, creating a barrier to existing businesses and future economic development. Koochiching Technology Initiative is requesting a letter of support from the City of International Falls for the Border-to-Border Broadband Development Grant Application.

MOTION by Councilor Kalar to support the Border-to-Border Broadband Development Grant Application that the Koochiching County Initiative (KTI) is applying for and commit to funding 15% of the project in the amount of \$28,987.40 from EDA funds and provide a letter of support for the project. Motion seconded by Councilor Buller and carried unanimously.

APPROVED letter of support for the City of Littlefork for the development of a new ATV friendly RV park

MOTION by Councilor Buller approving that a letter of support be sent to the Legislative Citizen Commission on Minnesota Resources for the City of Littlefork in regards to development of a new ATV friendly RV park on a parcel of donated land for grant funding. Motion seconded by Councilor Wegner and carried unanimously.

APPROVED hiring Lisa Riggs to the position of Deputy City Administrator and filling the vacant Administrative Support Specialist position

City Administrator Bergstrom stated they received several qualified applications. Five people were interviewed for the position.

MOTION by Councilor Holden approving the recommendation to hire Lisa Riggs for the position of Deputy City Administrator for the International Falls Administration Department effective February 27, 2023 and fill the vacant Administrative Support Specialist position. Motion seconded by Councilor Kalar and carried unanimously.

APPROVED hiring John MacLean to the position of Maintenance Worker I

MOTION by Councilor Kalar approving the recommendation to hire John MacLean for the position of Maintenance Worker I for the International Falls Public Works Department with an anticipated effective date of March 13, 2023. Motion seconded by Councilor Wegner and carried unanimously.

APPROVED Contract Ordinance for Lift Station #15 Improvements Project

Jason Fisher, City Engineer, with Bolten & Menk stated he received three bids for Lift Station #15 improvements. Mr. Fisher recommends the city accept the low bid from TNT Construction Group, LLC of Grand Rapids, MN with a bid of \$238,750.00.

MOTION by Councilor Buller to approve the Contract Ordinance for Lift Station #15 Improvements Project with the bid being awarded to TNT Construction Group in the amount of \$238,750.00. Motion seconded by Councilor Holden and carried unanimously.

COMMITTEE-OF-THE-WHOLE RECOMMENDATIONS:

- a. **DENIED purchase of Cyber6 for enhanced cybersecurity**

Mayor Droba shared that he contacted the League of Minnesota Cities asking what Cyber6 would protect the city from. Christian Torkelson, Information Security Professional from the League of MN Cities stated that a city can spend a lot of money and never have all its data secure. Mr. Torkelson suggested doing a business impact analysis which includes; analysis of all systems, inventory on data, and hardware used. Purchasing one single product will not meet all the needs. Mr. Torkelson offered to work with the City Administrator and staff to complete a business impact analysis.

Todd Ojala, Information Systems Administrator stated he had not done a formal analysis. Mr. Ojala's goal is to improve performance issues and keep attackers out.

MOTION by Councilor Kalar to approve the purchase of Cyber6 for enhanced cybersecurity. Motion seconded by Councilor Holden. Motion failed 2-3 with Councilors Holden and Kalar voting 'yea' and Mayor Droba, Councilor Buller, and Councilor Wegner voting 'nay'.

- b. **APPROVED International Voyageurs Snowmobile Club Trail re-route within City limits**

Joe Mershon, representative of the International Voyageurs Snowmobile Club (IVSC) presented the proposed trail re-route to accommodate snowmobile traffic to businesses on the south edge of the city limits. MOTION by Councilor Holden to approve the proposed International Voyageurs Snowmobile Club Trail re-route within city limits including the abandonment of a previous route. Motion seconded by Councilor Buller and carried unanimously.

- c. **ADOPTED Resolution 16-2023 approving loan application to the Minnesota Public Facilities Authority**

MOTION by Councilor Buller to adopt Resolution 16-2023 approving loan application to the Minnesota Public Facilities Authority for a loan from the Drinking Revolving Fund for improvements to the Water Treatment Plant. Motion seconded by Councilor Wegner and carried unanimously.

- d. **APPROVED 2023 Sump Pump Inspection Project**

Jason Fisher, City Engineer with Bolten & Menk shared the city has done sump pump inspection in a small area of the city. Mr. Fisher is recommending a two-year project to conduct inspections city wide. MOTION by Councilor Kalar approving the 2023 Sump Pump Inspection project. Motion seconded by Councilor Buller and carried unanimously.

- e. **APPROVED terminating Lease Agreement with Koochiching County for space currently occupied by the International Falls Police Department**

Mayor Droba re-iterated that the City had received a letter from the Koochiching County Board of Commissioners requesting the City to commit to participating in a long-term lease agreement for the International Falls Police Department's (IFPD) shared space within the Joint Law Enforcement Center. Mayor Droba noted that at a recent

Committee-of-the-Whole meeting Chief Kostiuk was asked for his recommendation on what would be best for the Police Department. Chief Kostiuk stated that it is in the best interest of the Police Department to move from the Law Enforcement Center to allow the police department to build their own identity and allow for more space. Mayor Droba noted there are questions and concerns but he supports the Police Chief and officers. Mayor Droba expressed that the Sheriff's department and Police Department have a great relationship and this will not change if they decide to terminate the lease.

Councilor Kalar expressed his concerns stating he does not believe it would benefit the City to terminate the lease. Kalar feels the Sheriff's department and the Police department will not have the same collaboration as they currently do. Further, Kalar stated concerns with a daycare being located in the Backus building. Councilor Kalar suggested tabling the termination until further discussion can be held with the County.

Councilor Wegner expressed concern for the housing of inmates and dispatching services.

MOTION by Councilor Holden to approve terminating the Joint Law Enforcement Center Lease Agreement with Koochiching County for space currently occupied by the International Falls Police Department; however continue discussions with the Koochiching County Board of Commissioners. Motion seconded by Councilor Buller. Motion passed 4-1 with Mayor Droba, Councilors Buller, Holden and Wegner voting 'yea' and Councilor Kalar voting 'nay'.

**Reports of the Administrator,
Attorney, and Department
Heads**

City Attorney Nelson requested approval for demolition of the home located at 1021 9th Street as it has been identified as an emergency hazard. Nelson noted that two bids were received and recommends awarding the contract to the lowest bidder, Travis Thompson in the amount of \$12,700.00.

MOTION by Councilor Buller approving the lowest bid from Travis Thompson of \$12,700.00 to demolish the home located at 1021 9th Street. Motion seconded by Councilor Wegner and carried unanimously.

Attorney Nelson stated there are several properties needing demolition work in the City. Nelson stated she has spoken with Nathan Heibel from Koochiching County and he indicated the City receives \$24,000.00 for demolition and the landfill waste fees are waived.

Councilor Kalar suggested further demolition discussion be done at the next Public Works meeting on March 13, 2023 at 2:00 P.M. in the Council Chambers. Mayor Droba and Councilors all agreed.

The International Falls Police Department Activity Report for January 2023 was available for review along with the January 2023 Fire/Rescue/EMS Activity Report.

**Reports of Mayor and Council
Committees**

Mayor Droba shared there is an Airport Meeting on February 22, 2023

Droba also shared that he is working on a State of the City,

which he will conduct on March 8, 2023 at 6:00 P.M. The State of the City will be pre-recorded for social media, radio station and the newspaper.

Councilor Kalar shared that he is now a member of the Kootasca Community Action board.

AUDIENCE

None.

ADJOURNMENT

Mayor Droba reminded everyone that the next regular City Council meeting will be held on Monday, March 6, 2023 at 5:30 P.M. in the City Council Chambers. Mayor Droba adjourned the meeting at 7:08 P.M.

Harley M. Droba, Mayor

Attest:

Betty Bergstrom, City Administrator