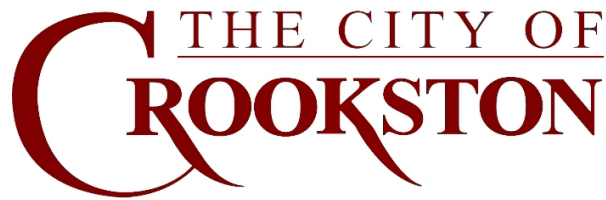


Mayor -Dale Stainbrook

Council Members:

W-1 Kristie Jerde
W-2 Steve Erickson
W-3 Clayton Briggs
At Large - Tom Vedbraaten



Council Members:

W-4 Donald R Cavalier
W-5 Joe Kresl
W-6 Dylane Klatt
At Large – Wayne Melbye

CITY COUNCIL AGENDA

September 26, 2022 - 7:00 pm

If you would prefer to participate by phone, you may call in at (218) 281-4515 and speak during the public forum.

A member or members of the Crookston City Council may participate by telephone or other electronic means.

The City's YouTube Channel is <https://www.youtube.com/c/CityofCrookstonChannel>

1. CALL TO ORDER

"I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

2. ROLL CALL

3. CROOKSTON FORUM - Individuals may address the Council about any item not contained on the regular agenda. Maximum of 15 minutes is allotted for the Forum. If the full 15 minutes are not needed for the Forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the Forum, with the exception of referral to staff or Commission for future report.

4. PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS

4.01 Arena Addition Water Modeling - Blake Carlson, Widseth

5. APPROVE AGENDA - Council Members may add items to the agenda including items contained in the Council Information memorandum for discussion purposes or staff direction only. The Council will not normally take official action on items added to the agenda.

6. CONSENT AGENDA - These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the consent Agenda and placed elsewhere on the agenda.

6.01 Approve proposed City Council Minutes from September 12, 2022, City Council meeting.

6.02 Approve proposed Special City Council Minutes from September 19, 2022, City Council meeting.

6.03 Resolution to approve City of Crookston Bills and Disbursements in the amount of \$236,999.01 Check Nos 69275-69355.

6.04 Resolution to approve an donation from Brost Chevrolet for the Park and Recreation Youth Sports.

7. PUBLIC HEARINGS

7.01 Public Hearing with respect to amending an ordinance of the City Code Chapter 111 entitled 'Alcoholic Beverages'.

8. REGULAR AGENDA

8.01 Introduction amending an ordinance of the City Code Chapter 117 entitled "Peddlers and Solicitors".

8.02 An Emergency Ordinance temporarily regulating the Sale of Edible Cannabinoid Products in the City of Crookston.

8.03 Resolution ordering a repair of a Hazardous Building located at 416 Broadway Street North.

8.04 Resolution accepting the resignation of Charles Reynolds as City Attorney for the City of Crookston.

8.05 Resolution to designate Tanner Holten as City Attorney for the City of Crookston.

8.06 Resolution approving the City Administrator appointment and employment agreement for Charles Reynolds.

8.07 Resolution adopting a Clean-Up Week Policy.

8.08 Discuss and Establish preliminary Levy.

9. REPORTS AND STAFF RECOMMENDATION

10. ADJOURNMENT

OFFICIAL MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE FIRST REGULAR COUNCIL MEETING OF SEPTEMBER 12, 2022, COUNCIL CHAMBERS, CITY HALL.

Mayor Stainbrook called the meeting to order at 7:00 p.m. and requested all present to stand to recite the Pledge of Allegiance.

ROLL CALL

Council Members present in answer to roll call were: Dylane Klatt, Tom Vedbraaten, Kristie Jerde, Steve Erickson, Clayton Briggs, Donald Cavalier and Wayne Melbye.

Council Members absent: Joe Kresl

Staff present: Charles Reynolds, Brandon Carlson, Jake Solberg, Darin Selzler, Tim Froeber Chad Palm, Zach Governale, Greg Hefta, and Ashley Rystad.

CROOKSTON FORUM

PRESENTATION AND PUBLIC INFORMATION ANNOUNCEMENT

4.01 Mayor Stainbrook proclaimed the week of September 11-17, 2022, as Assisted Living Week.

4.02 Presenters Molly Stewart, SRF Consulting and Matt Upgren, MnDOT District 2 Project Manager. Molly presented the walk through of the final stages of the Corridor study. The City of Crookston, in partnership with the Minnesota Department of Transportation (MnDOT) was a locally led study to evaluate the transportation and pedestrian needs of Highway 2 in Crookston. This study had a series of review panels which were comprised of various members of the community. Four meetings with the group came up with and identify some priorities and developed the alternatives. The Community priorities were to: implement pedestrian and bicycle safety enhancements, manage regional truck traffic by encouraging more usage of identified bypass routes, construct accessible infrastructure for those of all ages and abilities and reduce traffic speeds via traffic calming measures, improve intersections for the safety of all users, maintain on street parking when possible and upgrade corridor landscaping, lighting, and aesthetics. An open house was held in May with two alternatives A & B. The first one "A" was maintaining the one-way roadway system that is currently exists today however this option reduces the travel lanes on both segments of both roads from three to two "A" Maintain parking on both sides and uses the rest of the available space from the reduced lane to enhance the pedestrian bicycle facilities. The second alternative which was "B" was converting old Main and Broadway to a two-way roadway, changing parking and still some expansion of the pedestrian and bicycle facilities. These options were presented at the open house and the Community was provided an opportunity to weigh in and there was overwhelming support for alternative "A". It was preferred by the Community review panel and was also strongly supported by the public during the open house. This project also recommended crossing locations for enhancements along the corridor. Through the existing conditions analysis of the study there was a need identified for better crossing along and across Highway 2 at the various intersections. In addition, also recommended was a school speed zone be considered near the Our Savior's Lutheran School that's on the south side of corridor. It's important to note there are two separate projects. So, there is the MnDOT project highlighted in green and the City project highlighted in blue. There will likely be coordination as this project moves forward. Total high level planning cost for the both projects combined is anticipated to be a little over eight million dollars. The City portion will be about two and a half million and MnDOT's portion is about five and half million. The anticipated construction year for MnDOT project is 2027. Further discussion was had between the Council, Molly Stewart, and Matt Upgren. Council Member Cavalier made the motion, seconded by Council Member Jerde; it was duly carried to support the alterative preferred option "A". Motion was made by Council Member Briggs and seconded by Council Member Cavalier and duly carried to approve supporting MnDOT moving forward with the project consistent with the preferred alternative option "A"

4.03 Terry Steiner of Wires Electric, Inc. a building automations contractor was hired to do a control inspection and assessment of the building automation systems at the ice arena. We were informed that the Ice arena controls system has not been functioning correctly for several years. McFarlane Mechanical recommended Wired to come in and perform an independent assessment of the control system in July of this year. On August 4th of this year, the owner of Wires Electric, Inc. came up and did a full inspection of the entire CSC building. Identified several control related issues, with the system. The inspection identify any mechanical deficiencies in this system. The inspection identified several

systems where the program seemed to be incomplete or did not completely implement the sequence of engineers. The inspection even found a couple of items that did not turn on because of the shortcomings in the program. The control system is a small computer and its only going to do what the program built to do. It can tell the equipment, what to do and when to turn things on. The assumption right now is when they jumped from the two different operating systems, they did a migration from old AX to the new version and our best practices is always to go through and make sure everything is still connected correctly. It appears when that happened it broke some of these network connections and increased the issues the system is having. The inspector does not believe it was being controlled correctly even before that. The only way this deficiency could really addressed at that point is just starting the programming over and reutilize the hardware. After further details on the deficiencies in the system Wired Electric, Inc. proposed completely replacing programed sequence to meet original sequence of operation, update graphics and user interface, inspect network infrastructure, and make corrections as needed, replace sensors and controls devices as needed, and replace AHU LonWorks controllers. It would take roughly three weeks on site doing the work and double that for someone actually doing the programming work. Wired Electric, Inc. proposal for this work would be \$44,220.00. Further discussion was had with the Council, Mayor Stainbrook suggested to have the department heads work through the issues with this and come back with a recommendation.

APPROVAL OF AGENDA

Mayor Stainbrook asked if anyone wished to remove anything from the agenda. Hearing none, on motion by Council Member Briggs, seconded by Council Member Vedbraaten, and duly carried to approve the agenda.

CONSENT AGENDA

Mayor Stainbrook asked if anyone wished to remove anything from the Consent Agenda. Hearing none, on motion by Council Member Klatt, seconded by Council Member Melbye, and duly carried to approve the Consent Agenda.

- 6.01** Approve proposed City Council Minutes from August 22, 2022 City Council meeting.
- 6.02** Resolution to approve City of Crookston Bills and Disbursements in the amount of \$374,874.33 Check Nos 69160-69274. (Res No 27524)
- 6.03** Approval of Crookston Housing & Economic Development Authority (CHEDA) Agenda for September 13, 2022.
- 6.04** Approval of Crookston Housing & Economic Development Authority (CHEDA) Agenda for September 26, 2022.
- 6.05** Resolution approving 2022 Tobacco License for CannaRHx, LLC DBA Canna Corners. (Res No 27525)
- 6.06** Resolution approving partial Payment Estimate No 2. 2022 Street Improvements. (Res No 27526)

PUBLIC HEARINGS

7.01 Public hearing with respect to amending the City Code Chapter 11 entitled "Ward Boundaries". Mayor Stainbrook opened the Public Hearing and asked if anyone would like to address the Council, hearing none, he closed the public hearing.

REGULAR AGENDA

8.01 Motion was made by Council Member Jerde, seconded by Council Member Kresl; Mayor Stainbrook asked if there was any further discussion, hearing none. It was duly carried to approve 2nd and final reading of an ordinance No. 90 of the City of Crookston, Minnesota, amending City Code Chapter 11, by changing section 11.01 "Ward Boundaries

8.02 Motion was made by Council Member Cavalier, seconded by Council Member Erickson; it was duly carried the Resolution approving change order No. 1 for the 2022 Street Improvements. (Res No.27527)

8.03 Motion was made by Council Member Klatt, seconded by Council Member Jerde; City Interim Administrator, Corky Reynolds, briefed the Council that this pertains to the sale of alcohol at the Crookston Sports Arena as it exists now no alcohol sale are allowed to anyone attending or participating in any amateur athletic event. University of Minnesota Crookston has asked as an organization to be allowed to facilitate through hiring of a licensee the sale of alcoholic beverages during any regular or post-season hockey contest or any university of Minnesota Crookston organized curling contest. City Clerk, Ashley Rystad, stated, "roll call will be for the second and final reading of an amending an ordinance of the City Code Chapter 111 entitled "Alcoholic Beverages"., at the Council meeting on October

10, 2022.”

8.04 Motion was made by Council Member Klatt, seconded by Council Member Briggs; it was duly carried Resolution calling for a public hearing on amending an ordinance of the City Code Chapter 111 entitled ‘Alcoholic Beverages’. (Res No 27528)

8.05 City Interim Administrator, Corky Reynolds, asked if the title of the resolution be changed to amending the Revenue Loss Calculation Provision under the American Rescue Plan Act Fund. I change will also be made in the second WHEREAS. Motion was made by Council Member Cavalier, seconded by Council Member Briggs; After discussion, it was duly carried to approve the resolution amending the Revenue Loss Calculation Provision under the American Rescue Plan Act Fund. (Res No 27529)

8.06 Motion was made by Council Member Briggs, seconded by Council Member Cavalier; City Interim Administrator, Corky Reynolds, briefed the Council that this is the property where the Red Barn is located, and for several years the City has been renting this property. City Administrator, Reynolds reached out to the owner and asked if they would be interested in selling. They were interested so, I offered \$29,000 subject to approval at the Planning Commission. Which it was, and subject to Council approval. After discussion, it was duly carried Resolution approving the purchase of the property where the Red Barn is located on Central Square. (Res No 27530)

8.07 Discussion was made regarding the Old Armory Building. City Interim Administrator, Corky Reynolds, stated the City of Crookston is a complaint-based entity. We have had several complaints from citizens regarding the situation at the Old Army Building. There have been observations around the windows, the roof or whether it’s the foundation. There is a procedure whereby the City Council can hold essentially a public hearing regarding certain steps needing to be followed: Notifying the owner, posted on the armory building. Its my understanding with talking with Building Official, Greg Hefta, the owner Eric Rudnick received notice of this situation and that’s why we are here tonight to decide whether this building should be declared to be hazardous and if so what should be done. Should the Council order it be repaired and give the owner some time to do that or should the Council order the building be torn down. After discussion with City Council, Building Official and Eric Rudnick. City Interim Administrator, Corky Reynolds will draw up a resolution for the Council approval at the next meeting finding the armory building is dilapidated and it must be completely renovated to our Building Officials satisfaction on or before November 12, 2022.

REPORTS AND STAFF RECOMMENDATIONS

Charles “Corky” Reynolds, Interim City Administrator:

- It’s been a busy three weeks. I have had meetings with Greg on fence issues and citizens complaints.
- We have had a Police Officer interview and I also had meetings with Tri-Valley.
- I have had meetings regarding the Library’s roof with Chris B and others.
- I have met twice with Karie Kirschbaum our New EDA Director and did Valley Talk and a plethora of other items.

Darin Selzler, Police Chief:

- The Police Department has responded to nearly 500 calls in the last three weeks.
- I was notified last week that the Police Department is being audited by the Minnesota Peace Officers and Standard Board. They do one typically about every three years, it has been six years since our last audit. Basically, they are going to audit our training records for mandated training and candidate backgrounds. We must make sure to check all the boxes for that and state mandated policies.
- The last couple weeks we have had in-house firearms and less lethal force training with some officers and staff still attending training last week and this week.
- Started a planning committee with Linda Morgan Crookston High School Leo Club Director about the Halloween Party and what that might look like.
- We interviewed a Police Officer candidate last week, the background is looking good, and we are expediting them as fast as we can.

Tim Froeber, Fire Chief:

- We did have a phone conversation with FEMA started the process with our case manager and it went well.

- We also received a phone call from the head of operations for the Core of Engineers. He is going to try and make a visit this week.
- We have been inspecting the school taking care of all those items and making sure our children are in a safe location.
- Some of the Firefighters and their families set up another 911 display outside of the Fire Hall.

Chad Palm, IT Director:

- I would like to introduce you to our newest IT Tech, Zach Governale coming up on a month here with us in the City. He has been very involved with many of our IT systems and he was responsible for the new lighting you see in the Council chambers.
- Zach Governale, introduced himself saying he lives in Grand Forks and gets to make the nice drive here every day but its worth it.

Brandon Carlson, Public Works Director:

- The Street Improvement are to the grass stage finally.
- Minnesota Pumps is here this week to replace lift station one and two pumps. It was on the capital improvement plan for 2022.
- Zavorals was here last week to complete the force main out to the lagoons.
- Working away at some of the downtown sidewalks to repair some of the bad pavers.
- I am also working in the Sampson Addition on diseased trees. We budgeted \$50,000 for the private trees that will be assessed and reimbursed over the three to five years' time frame. I hope to send out notices to the private property owners by the end of the month.
- The flasher for the school are working the are designated times that the lights will be flashing.

REPORTS FROM CITY COUNCIL MEMBERS

Kristie Jerde, Council Member 1st Ward,

- Thank you to the Chalk It event this past weekend it was really nice to have events going on in our town. So thank you to both groups. (DCDP and Rotary)
- I attended the Oak Court meeting and addressed some of the concerns that the residents had.

Steve Erickson, Council Member 2nd Ward,

- No Report

Clayton Briggs, Council Member 3rd Ward,

- Community Rummage sale and ended up on list of 36. Its surprising how many people came from out of town.

Donald R Cavalier, Council Member 4th Ward,

- Ward 4 will have a meeting here tomorrow at 7:00PM

Joe Kresl, Council Member 5th Ward,

- No Report

Tom Vedbraaten, Council Member-at-Large,

- No Report

Wayne Melbye, Council Member-at-Large,

- CHEDA meeting tomorrow at 12:00PM

Mayor Dale Stainbrook

- I also attended the Oak Court meeting and a lot of great input from the residents down there.
- Tim nice job once again on the 911 memorial.
- Special Council meeting on September 19, 2022 to address the budget.

ADJOURNMENT

Mayor Stainbrook declared the meeting adjourned at 9:21pm.

OFFICIAL MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE SPECIAL COUNCIL MEETING OF SEPTEMBER 19, 2022, COUNCIL CHAMBERS, CITY HALL.

Mayor Stainbrook called the meeting to order at 7:00 p.m. and requested all present to stand to recite the Pledge of Allegiance.

ROLL CALL

Council Members present in answer to roll call were: Dylane Klatt, Kristie Jerde, Steve Erickson, Clayton Briggs, Donald Cavalier, Wayne Melbye and Joe Kresl.

Council Members absent: Tom Vedbraaten

Staff present: Charles Reynolds, Brandon Carlson, Jake Solberg, Darin Selzler, Nate Nelson, Chad Palm, Greg Hefta, and Ashley Rystad.

REGULAR AGENDA

3.01 Corky Reynolds, Interim City Administrator, briefed the Council regarding the Organizations which have requested funds. The Golden Link request has been changed from \$78,000 to \$91,980.00 as a result of recent received information. The requested amount is now \$91,980.00 dollars. After discussion with the Council a motion was made by Council Member Klatt, seconded by Council Member Cavalier; further discussion was had between the Council. It was duly carried to approve the funding to Golden Link Senior Center in the amount of \$91,980.00 dollars for the year 2023.

Corky Reynolds, Interim City Administrator, briefed the Council indicating Tri-Valley Opportunity Council is asking for funding for their Bus. They currently have six routes in Crookston that run from five o'clock in the morning till later at night. After discussion between the Council a motion was made by Council Member Kresl, seconded by Council Member Briggs; further discussion was had between the Council. It was duly carried to approve the funding to Tri-Valley Opportunity Council in the amount of \$14,500.00 dollars for the year 2023.

Corky Reynolds, Interim City Administrator, briefed the Council with respect to the Downtown Crookston Development Partnership City received a memo regarding DCDP prioritized activity requests. After discussion between the Council a motion was made by Council Member Erickson, seconded by Council Member Kresl; It was duly carried to approve the funding for Downtown Crookston Development Partnership Tuesday Tunes in the amount of \$5,000.00 dollars for the year 2023.

Corky Reynolds, Interim City Administrator, briefed the Council regarding the Small Business Development Center with provide services for businesses in the area. We are one of two entities that supports it in terms of cash dollar amounts. In addition, the City gives the SBDC free rent at the Valley Tech Park. SBDC is asking for \$10,000 dollars in funding. After discussion between the Council a motion was made by Council Member Cavalier, seconded by Council Member Briggs; Further discussion was had between the Council, the Council voted to deny the funding request but referred to Crookston Housing Economic Development Authority for action.

Corky Reynolds, Interim City Administrator, briefed the Council regarding Scruffy Tails formerly know as the Polk County Humane Society. Council requested information regarding other than City of Crookston contracts. Marshall County has a contract with Scruffy Tails as well. The City of Crookston's Police Department has a contract through which the City pays a certain amount per month. Scruffy Tails is asking to replace and repair kennels for \$10,001.00. After discussion between the Council a motion was made by Council Member Briggs, seconded by Council Member Cavalier; it was duly carried to table this funding request in the amount of \$ 10,001.00 for Scruffy Tails.

Corky Reynolds, Interim City Administrator, briefed the Council with respect to Wellness in the Woods which is a Mental Health provider organization a private nonprofit that provides over the telephone, internet Facetime access to individuals through a licensed counselors and mental health professionals to discuss their issues. It is free, and similar services are provided by Alluma in Crookston. Wellness in the Woods is based out of Central Minnesota and is

requesting \$5,000.00. After discussion between the Council a motion was made by Council Member Klatt, seconded by Council Member Erickson; Further discussion was had between the Council. The request in the amount of \$5,000.00 to Wellness in the Woods was denied.

Corky Reynolds, Interim City Administrator, briefed the Council that Oxcart has requested the amount of \$6,000.00 undesignated to be able to use it for the purposes that they need for the Oxcart event. After discussion between the Council a motion was made by Council Member Klatt, seconded by Council Member Jerde; It was duly carried to approve the \$6,000.00 funding to be use only for the Fireworks during the Oxcart event for the year 2023.

3.02 Discussion on an increase of preliminary Tax Levy Corky Reynolds, Interim City Administrator, briefed the Council that the City started out at 37.5 percent at our last Council meeting. Consistent with the Council's instructions to meet with the Department heads as a group to delineate and differentiate between wants and needs of the departments. The Department heads were able to identify a number of items in the capital improvement plan that were removed from next years Capital Improvement plan. After removal the City got the proposed levy down to 18.83 percent, a levy increase of 18.83 percent does not mean a tax increase of that amount. The percentages that applied to the city's tax capacity which is the value of homes in the community. The values of the homes in our community have increased by approximately half a million dollars in the last year. So, the levy percentage increase is spread out over an increased tax base. This is a good thing. If we apply an 18.83 percent levy increase that means essentially that we will have a 4.27 tax increase on the amount that a homeowner pays for the City of Crookston taxes. We did a calculation on a random 250,000 home and the tax increase on that home would be approximately 76.00 dollars. Those are estimates nothing is determined until we have our final levy approved. Based on the Councils earlier actions it would increase the levy to approximately 23.5 percent. Just as a means of comparison the City of East Grand Forks is at 19 percent with a possibility of going to 21 percent. After discussion between the Council Corky Reynolds, Interim City Administrator, asked the Council what they would like to see established with our Preliminary maximum Levy to be for the City. After further discussion was had between the Council they came to a consensus to set the preliminary levy at 23.5 percent with efforts to be made to determine possible further expenditures reductions.

ADJOURNMENT

Mayor Stainbrook declared the meeting adjourned at 6:54pm.

Dale Stainbrook, Mayor

Ashley Rystad, City Clerk

RESOLUTION NO. _____

At a second regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022,

Council Member _____ offered the following resolution which was seconded by

Council Member _____,

RESOLUTION TO APPROVE THE CITY OF CROOKSTON BILLS AND DISBURSEMENTS

IT IS RESOLVED, That the Mayor and City Administrator of the City of Crookston be, and the same hereby are, directed to issue warrants of the City of Crookston in favor of the hereinafter named claimants in payment of the following listed bills which have been filed as claims against the City of Crookston and said warrants to be drawn on the fund and in the amounts set opposite each claimant’s name respectively, per attached check register of the City of Crookston.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor’s

signature this _____ Day of _____, 2022, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

VENDOR SET: 01 City of Crookston

BANK: AP BREMER BANK, N.A. - AP

DATE RANGE: 9/14/2022 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0255	BROST CHEVROLET INC.							
	I-RESOLUTION 27355							
	2022 CHEV EQUINOX NL238122	R	9/14/2022	29,000.00		069275		29,000.00
2057	RED LAKE ELECTRIC COOP							
	I-7/31-8/31/2022							
	7/31-8/31/2022 SERVICES	R	9/14/2022	12,597.47		069276		12,597.47
2134	RJ ZAVORAL AND SONS, INC							
	I-RESOLUTION 27526							
	2022 STREET IMPROVE PAY EST#2	R	9/14/2022	552,122.34		069277		552,122.34
2506	VERIZON WIRELESS							
	I-P2P SEPT BILLING							
	P2P SEPTEMBER BILLING	R	9/14/2022	876.58		069278		876.58
1931	POLK COUNTY-DRIVER & VEHICLE S							
	I-20220919							
	REG & TITLE 2022 EQUINOX	R	9/19/2022	1,925.00		069279		1,925.00
0021	ADVANCED TIRE & AUTO SERV. LLC							
	I-43635							
	TIRE REPAIR - POLICE	R	9/22/2022	25.00		069280		
	I-43641							
	TIRE REPAIR SRO SQUAD	R	9/22/2022	35.00		069280		
	I-911							
	SERVICE SQUAD 534	R	9/22/2022	67.72		069280		
	I-926							
	SERVICE SQUAD 535	R	9/22/2022	67.72		069280		195.44
3526	ADVANCED ELEMENTS, INC							
	I-82171							
	LIFT STATION UPGRADES - ARPA	R	9/22/2022	13,173.17		069281		
	I-82713							
	CONTROL UPGRADES	R	9/22/2022	20,136.59		069281		
	I-82714							
	PROFESSIONAL SERVICES LIFT STA	R	9/22/2022	209.05		069281		33,518.81
0147	BEACON ATHLETICS							
	I-0554377-IN							
	CLAMPS FOR BATTING CAGES	R	9/22/2022	68.00		069282		68.00
4435	BERT'S TRUCK EQUIPMENT OF MOOR							
	I-W100759							
	MOWER INSURANCE CLAIM	R	9/22/2022	4,566.03		069283		4,566.03
2001	BEST USED TRUCKS OF MN							
	I-CI021272							
	VALVE FOR LADDER 3	R	9/22/2022	56.86		069284		56.86
0203	BORDER STATES ELECTRIC							
	I-924904053							
	STREET LIGHT REPAIR	R	9/22/2022	236.04		069285		
	I-924930206							
	STREET LIGHT FUSES	R	9/22/2022	279.20		069285		
	I-924939490							
	STREET LIGHT BALLAST	R	9/22/2022	91.69		069285		
	I-924948270							
	STREET LIGHT REPAIR	R	9/22/2022	183.38		069285		790.31
3226	CHRISTIAN BROTHERS FORD, INC							
	I-50330							
	SERVICE AND REPAIR SQUAD 532	R	9/22/2022	70.05		069286		70.05

VENDOR SET: 01 City of Crookston
 BANK: AP BREMER BANK, N.A. - AP
 DATE RANGE: 9/14/2022 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3184	CINTAS CORPORATION							
I-4125975487	LAUNDRY	R	9/22/2022	39.73		069287		
I-4126665210	LAUNDRY - WATER	R	9/22/2022	3.84		069287		
I-4126665286	LAUNDRY	R	9/22/2022	15.22		069287		
I-4126665295	LAUNDRY - WATER	R	9/22/2022	3.70		069287		
I-4126665339	LAUNDRY VTP	R	9/22/2022	16.09		069287		
I-4126665368	LAUNDRY PARKS AND SHOP	R	9/22/2022	28.00		069287		
I-4126665471	LAUNDRY POLICE	R	9/22/2022	23.89		069287		
I-4126665511	LAUNDRY	R	9/22/2022	37.09		069287		
I-4127357740	"RUGS	R	9/22/2022	37.09		069287		
I-4128016368	"RUGS	R	9/22/2022	37.09		069287		
I-4128716797	LAUNDRY PARKS AND SHOP	R	9/22/2022	22.40		069287		
I-4128716920	LAUNDRY	R	9/22/2022	37.09		069287		
I-4129402477	LAUNDRY - WATER	R	9/22/2022	3.70		069287		
I-4129402614	LAUNDRY PARKS AND SHOP	R	9/22/2022	28.00		069287		
I-4130855085	LAUNDRY	R	9/22/2022	27.12		069287		
I-4130855204	MATS UNIFORMS	R	9/22/2022	37.05		069287		
I-4131439623	STREET LAUNDRY	R	9/22/2022	37.05		069287		434.15
0337	COLE PAPERS INC.							
I-10188702	CLEANING SUPPLIES VTP	R	9/22/2022	260.48		069290		
I-10194983	CUSTODIAL SUPPLIES LIBRARY	R	9/22/2022	153.22		069290		413.70
1459	COMM OF FINANCE, TREAS DIV							
I-20220908	P2P SEIZED FUNDS-CASE#22001870	R	9/22/2022	49.10		069291		49.10
4067	CORE & MAIN LP							
I-Q630590	DISTRIBUTION REPAIRS	R	9/22/2022	452.39		069292		
I-R480691	FORCEMAIN REPAIR - FEMA	R	9/22/2022	6,139.29		069292		
I-R533376	FORCEMAIN REPAIR FEMA	R	9/22/2022	54.67		069292		
I-R544184	FORCE MAIN REPAIR - FEMA	R	9/22/2022	467.38		069292		7,113.73
0363	CROOKSTON BUILDING CENTER							
I-284338	FORCE SEWER MAIN REPAIR	R	9/22/2022	125.58		069293		
I-284396	STREETER TOP	R	9/22/2022	73.81		069293		
I-284433	HIGHLAND PARK - SHED	R	9/22/2022	112.20		069293		
I-284516	MATERIAL FOR STORAGE BUILDING	R	9/22/2022	56.01		069293		
I-284567	MATERIAL FOR HIGHLAND SHED	R	9/22/2022	56.01		069293		
I-284764	MATERIAL FOR STORAGE BUILDING	R	9/22/2022	224.25		069293		647.86
0389	CROOKSTON FUEL CO.							
I-20220901-FIRE	AUGUST 2022 FUEL - FIRE	R	9/22/2022	1,033.41		069294		
I-20220901-POLICE	AUGUST 2022 FUEL - POLICE	R	9/22/2022	2,720.85		069294		3,754.26

VENDOR SET: 01 City of Crookston

BANK: AP BREMER BANK, N.A. - AP

DATE RANGE: 9/14/2022 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0465	CROOKSTON WATER DEPARTMENT							
I-20220914	07-23-2022 TO 08-22-2022	R	9/22/2022	1,784.51		069295		1,784.51
0470	CROOKSTON WELDING INC.							
I-047702	BLK SCH 40	R	9/22/2022	19.80		069297		
I-047798	IRRIGATION BOX COVERS	R	9/22/2022	215.80		069297		
I-047875	CHAIN	R	9/22/2022	42.60		069297		
I-048478	"HOSE	R	9/22/2022	140.14		069297		
I-048588	SHIPPING	R	9/22/2022	11.66		069297		
I-048657	RODS AND TENSION FOR GARAGE DO	R	9/22/2022	18.36		069297		448.36
4464	DR ANTHONY TATMAN							
I-9/7/2022	PERSONALITY TEST-PETERSON	R	9/22/2022	25.00		069298		25.00
4533	EPIC CONCRETE COATINGS, LLC							
I-1674	MEETING ROOM FLOOR/FIRE DEPT	R	9/22/2022	6,144.00		069299		6,144.00
0753	FLAHERTY & HOOD, P.A.							
I-18203	ATTORNEY LABOR	R	9/22/2022	120.00		069300		120.00
0875	FLEET SUPPLY							
I-110917	GRASS SEED FOR STUMP REMOVAL	R	9/22/2022	165.99		069301		
I-111779	MOUSE TRAPS	R	9/22/2022	29.94		069301		
I-111888	MOUSE POISON AND NYLON ROPE FO	R	9/22/2022	244.49		069301		
I-112041	TRAILER JACK - BIG TRAILER	R	9/22/2022	72.98		069301		
I-112157	TREE MARKING TAPE	R	9/22/2022	3.98		069301		
I-112395	BOLTS FOR HIGHLAND SHED	R	9/22/2022	9.16		069301		526.54
0906	GALL'S, LLC							
I-022016209	POLICE BADGES	R	9/22/2022	434.10		069302		434.10
0721	GALSTAD, JENSEN & MCCANN, P.A.							
I-16379	PROFESSIONAL SERVICE - LONGTIN	R	9/22/2022	974.00		069303		974.00
0909	GARDEN VALLEY TECHNOLOGIES							
I-101184716	EQUIPMENT LEASE	R	9/22/2022	49.00		069304		49.00
0941	GOLD STAR STEAM CLEANING SERV							
I-12572	CLEAN CARPETS AIRPORT	R	9/22/2022	437.00		069305		437.00
0944	GOPHER STATE ONE-CALL INC.							
I-2080321	LOCATION CALLS-WATER & WSTWTR	R	9/22/2022	114.75		069306		114.75

VENDOR SET: 01 City of Crookston

BANK: AP BREMER BANK, N.A. - AP

DATE RANGE: 9/14/2022 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3331	DAVID GRABOWSKI							
I-20220912	TRAVEL REIMBURSEMENT	R	9/22/2022	28.16		069307		28.16
4303	GREAT NORTHERN SEPTIC							
I-20220906	PUMPED OUT SEPTIC TANK	R	9/22/2022	250.00		069308		250.00
1000	GROVE MECHANICAL INC.							
I-39898-5	SERVICE CITY HALL HEATING	R	9/22/2022	1,007.50		069309		
I-39898-6	"ROOFTOP UNITS REPAIR	R	9/22/2022	596.70		069309		1,604.20
3400	CROOKSTON HARDWARE HANK							
I-67107/2	NUTS/BOLTS/SAW BLADE-GARAGE	R	9/22/2022	37.47		069310		
I-67114/2	STREET LIGHT CONNECTORS	R	9/22/2022	19.99		069310		
I-67129/2	HIGHLAND PARK SHED	R	9/22/2022	25.98		069310		
I-67215/2	SCREWS FOR PARK	R	9/22/2022	8.60		069310		
I-67258/2	FLEX SEAL AND PENS FOR CSC	R	9/22/2022	32.97		069310		
I-67285/2	HARDWARE FOR CSC TV	R	9/22/2022	7.84		069310		
I-67289/2	HARDWARE FOR CSC TV	R	9/22/2022	7.84		069310		
I-67338/2	MICE GLUE TRAPS	R	9/22/2022	40.94		069310		181.63
1043	HAWKINS, INC							
I-6281813	CHEMICALS	R	9/22/2022	1,329.50		069311		
I-6281816	CHEMICALS-POOL	R	9/22/2022	170.00		069311		1,499.50
1006	HN QUALITY PLUMBING INC.							
I-009904	VALVE RUBBER REPAIR KIT	R	9/22/2022	44.84		069312		44.84
1105	HUGO'S							
I-0035	MISC SUPPLIES	R	9/22/2022	21.18		069313		
I-0113	COFFEE/FILTERS/KLEENEX	R	9/22/2022	22.26		069313		43.44
9193	HUMANE SOCIETY OF POLK CO INC							
I-20220902	AUGUST 2022 LEASE/IMPOUND FEES	R	9/22/2022	2,224.00		069314		2,224.00
4486	INTEGRATED PROCESS SOLUTIONS,							
I-SI001752	LIFT STATION UPGRADES - ARPA	R	9/22/2022	35,000.00		069315		35,000.00
4330	JD CONCRETE LLC							
I-612915	SIDEWALK REPAIRS	R	9/22/2022	6,300.00		069316		6,300.00
4250	LUNSETH PLUMBING & HEATING CO.							
I-115325	RPZ TESTING POLICE DEPARTMENT	R	9/22/2022	302.00		069317		302.00

VENDOR SET: 01 City of Crookston

BANK: AP BREMER BANK, N.A. - AP

DATE RANGE: 9/14/2022 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3872	MARCO TECHNOLOGIES, LLC							
I-481958379	COPIER	R	9/22/2022	828.06		069318		
I-481958686	FAX SOFTWARE	R	9/22/2022	68.34		069318		
I-INV10146334	BARRACUDA LICENSING	R	9/22/2022	402.00		069318		
I-INV10350610	BARRACUDA LICENSING 9-13-22 TO	R	9/22/2022	402.00		069318		1,700.40
1395	MID-CONTINENT COMMUNICATIONS							
I-20436890112874	9/01-9/30 SERVICES	R	9/22/2022	1,938.10		069319		1,938.10
1607	MONTAGUE'S FLOWER SHOP							
I-228947/1	PAUL BIERMAIER RETIREMENT	R	9/22/2022	50.00		069321		50.00
1866	OPP CONSTRUCTION							
I-48097	LEAK ROAD REPAIRS	R	9/22/2022	4,328.96		069322		4,328.96
1861	OTTERTAIL POWER COMPANY-FF							
I-45199	07/28-08/31/22 SERVICES - POOL	R	9/22/2022	3,180.55		069323		3,180.55
2991	PET WASTE ELIMINATOR							
I-43157095	BAGS FOR DOG STATIONS	R	9/22/2022	309.99		069324		309.99
3177	POLK COUNTY ADMINISTRATOR							
I-20220920	2022 2ND HALF PROPERTY TAXES	R	9/22/2022	33,859.43		069325		33,859.43
1935	POLK COUNTY TRANSFER STATION							
I-36696	BYPASS - MAIN BROOM OFF STREET	R	9/22/2022	5.27		069326		5.27
2005	PROULX REFRIGERATION HTG &APPL							
I-17584	ANNUAL BOILER SERVICE FIRE DEP	R	9/22/2022	282.50		069327		282.50
2100	REGIONAL SANITATION SERV INC							
I-202209215306	2 YARD BIN 7-28-22 TO 8-26-22	R	9/22/2022	79.76		069328		79.76
2111	RICARDS SOD FARMS							
I-3411	FLOOD GRASS REPAIRS	R	9/22/2022	3,375.00		069329		3,375.00
3834	RMB ENVIRONMENTAL LABORATORIES							
I-D036729	CHEMICALS	R	9/22/2022	92.57		069330		
I-D036785	FORECEMAIN REPAIR - FEMA	R	9/22/2022	383.33		069330		
I-D036786	FORECEMAIN REPAIR - FEMA	R	9/22/2022	339.77		069330		
I-D036787	FORCEMAIN REPAIR - FEMA	R	9/22/2022	383.33		069330		1,199.00
4076	ROSEAU COUNTY ATTORNEY							
I-20220908	P2P SEIZED FUNDS-CASE#22001870	R	9/22/2022	98.20		069331		98.20

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2437	SCOTT'S TRUE VALUE HARDWARE							
I-A226612	"2 WAY CONNECTOR	R	9/22/2022	14.12		069332		
I-A226644	"BOLTS	R	9/22/2022	4.37		069332		18.49
2231	SERVICE PRO OF CROOKSTON INC							
I-0145211	PRE-MIXED FUEL	R	9/22/2022	79.26		069333		79.26
3776	STRATA CORPORATION							
I-661625	SIDEWALK REPAIRS DOWNTOWN	R	9/22/2022	1,330.50		069334		1,330.50
2372	TEAM LAB CHEMICAL CORP.							
I-INV0032381	MEGA BUGS SUPREME - LAGOON SLU	R	9/22/2022	4,300.00		069335		4,300.00
3175	THE DOOR GUY							
I-4388	SHOP GARAGE DOOR REPAIR	R	9/22/2022	180.00		069336		180.00
4371	TRITECH SOFTWARE SYSTEMS							
I-362120	RMS ANNUAL FEE - CPD	R	9/22/2022	12,883.21		069337		12,883.21
1556	TYLER TECHNOLOGIES							
I-025-393643	UTILITY ANNUAL FEES 11-1-2022	R	9/22/2022	494.81		069338		494.81
3406	ULINE							
I-153314696	TOILET BOWL CLEANER	R	9/22/2022	109.50		069339		109.50
2545	WIDSETH SMITH NOLTING & ASSOC,							
I-218157	DESIGN OF ROOF	R	9/22/2022	10,237.50		069340		10,237.50
2585	YE OLE PRINT SHOPPE INC							
I-42711	ZACH GOVERNALE BUSINESS CARDS	R	9/22/2022	44.00		069341		44.00
2600	ZIEGLER INC.							
I-IN000685680	STREET SWEEPER	R	9/22/2022	711.84		069342		
I-IN000687533	OIL SAMPLES	R	9/22/2022	36.00		069342		747.84
1	ADAMS, ROMAN							
I-000202209145295	US REFUND	R	9/22/2022	3.68		069344		3.68
1	AMERSON, TERRIE							
I-000202209145292	US REFUND	R	9/22/2022	30.15		069345		30.15
1	BERGER, PENNY							
I-000202209145302	US REFUND	R	9/22/2022	27.36		069346		27.36

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	I-000202209145299	BORSETH, SARAH US REFUND	R 9/22/2022	44.84		069347		44.84
1	I-000202209145300	BROWN, SHEYENNE US REFUND	R 9/22/2022	67.16		069348		67.16
1	I-000202209145298	DABROWSKI, HAILY US REFUND	R 9/22/2022	55.79		069349		55.79
1	I-000202209145296	DUNBAR, SHELBY US REFUND	R 9/22/2022	74.75		069350		74.75
1	I-000202209145294	GEORGE, JAMES US REFUND	R 9/22/2022	14.49		069351		14.49
1	I-000202209145291	HUFFMAN, HANNAH US REFUND	R 9/22/2022	55.77		069352		55.77
1	I-000202209145293	MAYGRA, JUSTIN US REFUND	R 9/22/2022	85.08		069353		85.08
1	I-000202209145297	OVERHOLT, COLE US REFUND	R 9/22/2022	59.75		069354		59.75
1	I-000202209145301	WICK, ALEXANDER US REFUND	R 9/22/2022	35.54		069355		35.54

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		76	788,121.35	0.00	788,121.35
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:		0	VOID DEBITS 0.00 VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			76	788,121.35	0.00	788,121.35
BANK: AP	TOTALS:		76	788,121.35	0.00	788,121.35
REPORT TOTALS:			76	788,121.35	0.00	788,121.35

Ck#69275-69355

- Resolution 27526 \$522,122.34
- Resolution 27355 \$29,000.00

Total = \$236,999.01

RESOLUTION NO. _____

At a second regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION TO RECEIVE DONATIONS FOR THE PARK AND RECREATION

WHEREAS, The City of Crookston has received donation from Brost Chevrolet in the amount of \$25.00 for Crookston Park and Recreation Youth Sports and

NOW, THEREFORE, IT IS RESOLVED, by the City Council of Crookston to accept the donation from Brost Chevrolet in the amount of \$25.00 for Crookston Park and Recreation Youth Sports.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

Introduced by Council Member _____.

Seconded by Council Member _____.

ORDINANCE NO. 91, 3rd SERIES

AN ORDINANCE OF THE CITY OF CROOKSTON, MINNESOTA AMENDING CROOKSTON CITY CODE, SECTION 111.86 BY MODIFYING REGULATIONS RELATING TO THE SALE OF LIQUOR AT AMATEUR ATHLETIC EVENTS

BE IT ORDAINED BY THE CITY OF CROOKSTON as follows:

Crookston City Code, Section 111.86 is amended as follows:

CHAPTER 111

ALCOHOLIC BEVERAGES

111.86 SPORTS OR CONVENTION FACILITIES LICENSE

The Council may authorize any holder of an on-sale liquor license issued by the city or by an adjacent municipality to sell liquor at any convention, banquet, conference, meeting or social affair conducted on the premises of a sports or convention facility owned by the city, or instrumentality thereof having independent policy-making and appropriating authority and located within the city. The licensee must be engaged to sell liquor at such an event by the person or organization permitted to use the premises and may sell liquor only to persons attending the event. Except for any University of Minnesota Crookston regular or post season hockey contest, or any University of Minnesota Crookston organized curling contest the licensee shall not sell liquor to any person attending any amateur athletic event. The sales may be limited to designated areas of the facility. All the sales shall be subject to all laws relating thereto. No club licensee shall qualify to serve liquor in the facilities.

Upon a call of ayes and nays as to the passage of this ordinance, the vote stood as follows:

Voting in the affirmative: _____

Voting in the negative: _____

Upon this vote, the ordinance was declared Passed by the Mayor.

Passed this _____ day of _____, 2022

Approved the _____ day of _____, 2022

Mayor
Dale Stainbrook

ATTEST:

Ashley Rystad
City Clerk

Introduced by Council Member _____.

Seconded by Council Member _____.

ORDINANCE NO. 91, 3rd SERIES

AN ORDINANCE OF THE CITY OF CROOKSTON, MINNESOTA AMENDING CROOKSTON CITY CODE, SECTION 117 BY
MODIFYING REGULATIONS RELATING TO MOBILE FOOD UNITS

BE IT ORDAINED BY THE CITY OF CROOKSTON as follows:

Crookston City Code, Section 117 is amended as follows:

CHAPTER 117

PEDDLERS AND SOLICITORS

117.12 THE OPERATION OF MOBILE FOOD UNITS IN THE CITY OF CROOKSTON

Sect. 1. Purpose and Intent.

To protect the health, safety, and welfare of the public, establish a uniform set of regulations which are fair and equitable, ensure that persons vending on private property do no impede on public space, provide a variety of goods, services, and economic opportunities to the community at large, and encourage active street level activity to enhance the Community environment.

Sect. 2. Definitions

The following words, terms and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Mobile Food Unit (MFU)

A mobile food unit (MFU) is a food and beverage service establishment that is a vehicle mounted unit, either motorized or trailered, and readily movable, without disassembling, for transport to another location. The unit can operate no more than 21 days annually at any one place unless it is operated at the site of and in conjunction with a permanent business licensed under Minnesota Statutes, chapter 157 or chapter 28A. Each MFU must operate in compliance with the Minnesota food code.

Mobile Food Vendor (MFV)

Any individual, company, restaurant, or organization operating a mobile food unit unless specifically exempted in Section 6.

Base of Operations

Shall mean a licensed and approved catering establishment, restaurant, commercial kitchen, or other approved place in which food, containers or supplies are kept, handled, prepared, packaged or stored,

and which has also obtained approval from the State of Minnesota Health Department, Minnesota Department of Agriculture.

Sect. 3. Licenses & Permit

No person shall sell, or offer for sale, food of any type from a mobile food unit as defined in Section 2, within the City of Crookston without first complying with the regulations contained in this section unless specifically exempted in Section 6. Each Mobile Food Unit must obtain the following permits, licenses, and approvals in order to legally operate:

1) State or County License

- a) A MFU shall hold a valid license from, the State of Minnesota Department of Health or Department of Agriculture. Any conditions of the State Health Department shall be incorporated into the license issued under this ordinance, in addition to any other conditions established by the City of Crookston.

2) City Permit

- a) A MFU shall not operate within the City of Crookston without a permit issued by the City authorizing such operation. The City Clerk Shall prescribe the form of the MFU permit application. The City Council shall establish appropriate fees for the MFU permit according to the adopted City fee schedule which may be adjusted from time to time.
- b) Each permit issued by the City Clerk shall be valid only for the location and duration identified by the mobile food vendor on the prescribed application and shall not be transferable.

Sect. 4. Operational Requirements

Mobile food units and vendors are required to operate under the following requirements:

- 1) The mobile food unit permit and all applicable health certificates including food inspection reports, under which the unit is operating must at all times be firmly attached and visible to the public on the mobile food unit.
- 2) A mobile food unit shall not operate in the public right-of-way or on private property unless a City issued permit was first obtained in accordance with this ordinance or is specifically exempted in Section 6 of this ordinance.
- 3) A mobile food unit shall not operate on any private property without the prior written consent of the owner and must comply with all other location restrictions set forth in Section 5.
- 4) Mobile food units shall not make sounds or announcement to call attention to the food truck either while traveling on the public rights-of-way or when stationary. At all times the Mobile Food Unit and surrounding area shall be in in compliance with the City of Crookston's Noise Control Ordinance. Mobile food unit shall not be left unattended or stored on the site longer than 24 hours when service is not underway.
- 5) A person operating a mobile food unit shall not conduct business with or accept any order from any patron or customer while such patron or customer is in a motor vehicle.
- 6) A mobile food unit shall be self-contained and shall not connect to any public utilities, including but not limited to, water, sewer and electricity without prior written approval from the City of Crookston Public Works Director.
- 7) Signage shall be displayed on the mobile food unit only. Directional signage shall not be permitted.
- 8) Each mobile food unit shall provide a receptacle for litter, which shall be located within fifteen (15) feet of the Mobile Food Unit and shall be maintained and emptied regularly. The receptacle must be adequate in size, so waste does not begin to overflow from the receptacle.
- 9) The area within which a mobile food unit is operating shall, always, be kept clean and free from

litter, garbage, rubble and debris generated by the MFU within a fifty (50) foot radius.

- 10) All waste shall be disposed of at the mobile food unit's base of operation or at a facility licensed to accept waste.

Sect. 5. Location

- 1) While in operation, a mobile food unit shall maintain a minimum distance of 200 feet from any building housing an established and licensed eating establishment. This distance will be measured from the main serving window in a straight line to the property line of the nearest brick and mortar food establishment. If a food truck operates less than 200 feet from any building housing an established and licensed eating establishment, the MFV must have an expressed and signed consent from each affected establishment in order to operate. This consent must be updated annually and can be revoked by any affected establishment by providing written notice to the owner of mobile food unit and the City of Crookston. This provision shall not apply to any mobile food unit operating by invitation of an organization which has obtained a special event permit approved by the Crookston City Council.
- 2) Maintain a clearance of at least 10 feet from buildings, structures, vehicles and any combustible materials.
- 3) Each location for the operation of any Mobile Food Unit must be approved in advance by the City of Crookston.

Sect. 6. Exempt Persons and/or Organizations

The following persons and/or organizations shall be exempt from the provisions of this ordinance. The City Administrator shall determine if a person and/or organization falls within these exemptions, subject to appeal to the Crookston City Council.

- 1) Any organization associated with a public or private school, or youth activity such as, but not limited to Scouts, church group, or athletic leagues located in the Crookston School District (ISD 593).
- 2) Children conducting a neighborhood lemonade stand or similar beverage type with a parent's approval on the property of the parent.
- 3) A Farmer or others selling homegrown produce.
- 4) Any non-profit organization or government entity that currently has tax-exempt status from either the state or federal government and upon request does provide immediate evidence of that status.
- 5) A mobile food unit that is operating by invitation of a person or organization who has obtained a special event permit approved by the Crookston City Council.

Sect. 7. Investigation; Granting, Denial, or Revocation

- 1) Each permit application pursuant to this ordinance shall be made to the office of the City Clerk and referred to the Chief of Police and such other municipal departments or offices as the City Clerk deems necessary for verification and investigation of the facts set forth in the application. The Chief of Police and other department heads of officers consulted shall submit comments and/or recommendations to the City Administrator who shall determine whether to issue the permit.
- 2) The existence of any ground for denial or revocation does not mean the city must deny or revoke the permit. If the permit is mistakenly issued to a person, it shall be revoked upon the discovery that the person was ineligible for the permit under this ordinance.
- 3) With respect to granting, denying, or revoking a permit, the city shall have the discretion to consider, any reasonable facts or circumstances relating to public health, safety, and welfare, including but not limited to the following:
 - a) The proximity of the proposed activities to churches, schools, playgrounds, parks or other community facilities which might be adversely affected.

- b) The proximity of the proposed activities in relation to traffic congestion and parking which causes a threat to public safety, interference with normal traffic flow, congestion, or inconvenience to the public.
 - c) Past fraud, misrepresentation, or misstatement in the course of carrying on business.
 - d) Revocation within the preceding 12 months of a permit issued or past violation of any provision of the ordinance.
 - e) Failure to provide any information required on the application or providing false or misleading information.
 - f) Denial or revocation of a mobile food unit permit by another city or governmental entity with the preceding 12 months.
- 4) Failure of any person to comply with any of the ordinances of the City, Polk County or the laws of the State, or any conditions/restrictions imposed on a permit, shall be grounds for denying or revoking a mobile food unit permit.
- 5) If a permit is denied by the City Administrator, the City Clerk shall notify the applicant of the determination in writing, including the factual basis upon which the determination was made, and the right to a hearing before the City Council.

Sect. 8. Insurance

A certificate of insurance, naming the City of Crookston as Certificate Holder, evidencing the following forms of insurance shall be provided with a complete application to the City Clerk:

- 1) Commercial general liability insurance, with a limit of not less than one million dollars (\$1,000,000) per occurrence; not less than two million dollars (\$2,000,000) annual aggregate. The following coverages shall be included: Premises and Operation Bodily Injury and Property Damage; Personal and Advertising Injury; and Products and Completed Operation Liability (including coverage for food products).
- 2) Commercial Automobile liability insurance with a limit of not less than one million dollars (\$1,000,000) per occurrence, combined single limit. The following coverages shall be included: Liability arising out of any auto, including owned, hired and non-owned vehicles. Claims of damages for bodily injury and property damage resulting from the ownership, operation, maintenance or use of all autos.
- 3) Certificate of insurance must contain a provision requiring notification to be sent to the city should the policy be cancelled before its stated expiration date.

Sect. 9. Violations and Penalties

A violation of this ordinance shall be an administrative offense and is subject to the City penalties set forth in the schedule of offenses and penalties in Section 117.11.D of the Crookston City Code. In the event a party charged with an administrative offense fails to pay the penalty, a charge may be brought against the alleged violator in accordance with applicable statutes. If the penalty is paid, no further charge shall be brought by the city for the same violation.

Sect. 10. Effective Date

This ordinance shall be in full force and effect January 01, 2023, and upon its adoption and publication according to law.

Upon a call of ayes and nays as to the passage of this ordinance, the vote stood as follows:

Voting in the affirmative: _____

Voting in the negative: _____

Upon this vote, the ordinance was declared Passed by the Mayor.

Passed this _____ day of _____, 2022

Approved the _____ day of _____, 2022

Mayor
Dale Stainbrook

ATTEST:

Ashley Rystad
City Clerk

Introduced by Council Member _____

Seconded by Council Member _____

EMERGENCY ORDINANCE

AN EMERGENCY ORDINANCE TEMPORARILY REGULATING THE SALE OF EDIBLE CANNABINOID PRODUCTS IN THE CITY OF CROOKSTON

The City Council of the City of Crookston hereby ordains as follows:

Section 1. PREAMBLE – FINDINGS AND STATEMENT OF EMERGENCY. The City Council makes the following findings:

- A. On July 1, 2022, recently enacted amendments to Minn. Stat. § 151.72 took effect and resulted in the legalization of “edible cannabinoid products,” as defined therein, in Minnesota.
- B. The unregulated sale of edible cannabinoid products presents a threat to the public health, safety, and welfare in that such products are not safe for consumption by minors and may not legally be sold or provided to or consumed by minors under state law.
- C. The City’s existing land use official controls and licensing regulations may not adequately address the impacts and effects of persons and entities engaged in the sale or distribution of edible cannabinoid products.
- D. The unregulated sale of edible cannabinoid products prior to the City’s consideration and potential modification of existing regulations or implementation of new regulations for such activities would threaten the public health and the public peace.

Section 2. STATE LAW ADOPTED. Except as further restricted or regulated by this ordinance, the provisions of Minn. Stat. § 151.72 relating to the definition of terms, licensing, and all other matters pertaining to the retail sale, distribution and consumption of cannabinoid products are adopted and made a part of this chapter as if set out in full. Whenever there is an inconsistency between the provisions of Minn. Stat. § 151.72, as amended, and the provisions of this section, the more restrictive provision shall govern.

Section 3. DEFINITIONS. For the purposes of this ordinance, the following terms shall have the meanings ascribed to them in this section:

Edible cannabinoid product shall have the meaning given in Minn. Stat. § 151.72, subd. 1(c).

Section 4. TEMPORARY REGULATIONS. For the duration stated herein, no person or entity may sell an edible cannabinoid product in the City of Crookston except as follows:

- a. Written notice of the identity of the person or entity conducting the sale of the product(s) and the permanent location of the place of business at which such sales may be made shall first be provided to the City Clerk.
- b. Sales may only be made to individuals who are 21 years of age or older.
- c. All edible cannabinoid products shall either be stored behind a counter or other area not freely accessible to customers or in a case or other storage unit not left open and accessible to the general public.
- d. The manner of sale shall be such that the customer does not have access to the edible cannabinoid product(s) without having to request the item from the person or entity making the sale or an employee thereof and engaging in a physical exchange of the edible cannabinoid product(s) between the person or entity making the sale or an employee thereof and the customer.
- e. No sale shall be made from a moveable place of business. Only fixed-location businesses may engage in the sale of an edible cannabinoid product.

Section 5. PENALTY. Any person engaging in the public sale or distribution of edible cannabinoid products in violation of the regulations established in Section 3 of this ordinance shall be guilty of a misdemeanor.

Section 6. EXCEPTIONS AND DEFENSES. Nothing in this ordinance shall prevent the providing of edible cannabinoid products to a person under the age of 21 as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this ordinance for a person to have reasonably relied on proof of age as described by state law in Minn. Stat. § 340A.503, subd. 6.

Section 7. EFFECTIVE AND EXPIRATION DATES. This emergency ordinance shall be effective at 12:01 a.m. on September 27, 2022, and shall expire upon adoption of ordinances regulating such uses or on the 181st day following the date on which this ordinance was adopted, whichever comes first.

Voting in the negative

Voting in the affirmative:

Passed this _____ day of _____, 2022.

Dale Stainbrook, Mayor

ATTEST: _____

Ashley Rystad, City Clerk

RESOLUTION NO. _____

At a first regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION ORDERING A REPAIR OF A HAZARDOUS BUILDING LOCATED AT 416 BROADWAY STREET NORTH

WHEREAS, the Public Official for the City of Crookston has received numerous and varied citizen complaints with respect to a physical structure in the City of Crookston located at 416 Broadway Street North.

WHEREAS, the complaints received by the Public Official for the City of Crookston involved allegations of window failures and or broken windows allowing rain, pests, pigeons, and various infestations into the structure.

WHEREAS, the roof of the structure located at 416 Broadway Street North allegedly has missing shingles and a collapse of the roof structure on and along the southwest roofline.

WHEREAS, Eric Rudnik, the owner of the structure located at 416 Broadway Street North received notice of the public meeting regarding the property and the alleged deficiencies in violation of Minnesota Statutes and the City of Crookston's Property Maintenance Code.

WHEREAS, Greg Hefta, City Public Official and the building owner Eric Rudnik presented information and photographic depictions of the physical condition of the physical structure located at 416 Broadway Street North.

WHEREAS, pursuant to Minnesota Statutes, Sections 463.15 and 463.261, and the City of Crookston Property Maintenance Code the City Council of the City of Crookston finds the physical structure located at 416 Broadway Street North to be a hazardous and unsafe structure based on the substantial information and records received at the September 12, 2022 City Council meeting and the totality of the circumstances as demonstrated by the following reasons:

1. There is a sinkhole which has washed out portions of soil and material along the foundation on the northeast side of the building;
2. Broken, deteriorated, and collapsed parts of the roof;
3. Large gaps in the asphalt roof shingles covering the structure;
4. Roof leaks;
5. Many damaged, destroyed, and broken windows;
6. Infestation – structure infested with pigeons and vermin.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROOKSTON, MINNESOTA, AS FOLLOWS:

1. That pursuant to the foregoing findings and in accordance with Minnesota Statutes, Sections 463.15 and 463.261, the City Council orders the record owner, Eric Rudnik, of the above hazardous building or their representatives to repair the structure and make the following corrections to the structure located at 416 Broadway Street North, Crookston, Minnesota:
 - a. Repair the open sections of the foundation;
 - b. Repair the broken, deteriorated, and falling parts on the structure;
 - c. Repair or replace the rotted, collapsing roof;
 - d. Repair or replace the asphalt roof shingles and associated underlayment which do not cover the gaps in coverage on the roof;

- e. Repair all roof leaks;
 - f. Repair or replace damaged, destroyed, or broken windows; and
 - g. Prevent reinfestation of structure, particularly pigeons.
2. That repairs listed above must all be done within 60 days of September 12, 2022.
 3. That if repairs are not made within the time provided (#2 listed above), the structure is ordered to be razed, the foundation, if any, filled, and the property left free of debris, in compliance with all applicable codes and regulations.
 4. That a motion for summary enforcement of the order will be made to the District Court of Polk County in which the hazardous building or property is situated unless corrective action is taken, or unless an answer is filed within the time specified in Minnesota Statutes, Section 463.18, which is 20 days.
 5. That in accordance with Minnesota Statutes, Section 463.24, the owner or occupant must remove all personal property and/or fixtures that will reasonably interfere with the work within 60 days after the order is served upon the property owner(s). If the property and/or fixtures are not removed and the City enforces this order, the City may sell personal property, fixtures, and/or salvage materials at a public auction after three days posted notice.
 6. That if the City must take actions to enforce this order, all enforcement costs will become a judgement against the property owner(s) in accordance with Minnesota Statutes, Section 463.21.
 7. That the City Attorney is authorized to serve this order upon the owner of the premises at 416 Broadway Street North, Crookston, Minnesota and all lien-holders of record.
 8. That the City attorney is authorized to proceed with the enforcement of this order as provided in Minnesota Statutes, Sections 463.15 and 463.261.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

_____ Mayor
Dale Stainbrook

_____ City Clerk
Ashley Rystad

RESOLUTION NO. _____

At a second regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION ACCEPTING THE RESIGNATION OF CHARLES REYNOLDS AS CITY ATTORNEY FOR THE CITY OF CROOKSTON

WHEREAS, Charles Reynolds has been an Assistant City Attorney or the City Attorney for the City of Crookston since October 1, 1978.

WHEREAS, Charles Reynolds has submitted his resignation as City Attorney for the City of Crookston effective as of 12:01 AM on October 1, 2022.

WHEREAS, Charles Reynolds shall become the City Administrator for the City of Crookston effective as of 12:01 AM on October 1, 2022.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crookston, County of Polk, State of Minnesota, hereby accepts the resignation of Charles Reynolds as City Attorney of and for the City of Crookston.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

RESOLUTION NO. _____

At a second regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

**RESOLUTION TO DESIGNATE TANNER HOLTEN AS THE CITY ATTORNEY FOR
THE CITY OF CROOKSTON**

WHEREAS, Charles Reynolds has resigned as City Attorney of the City of Crookston effective 12:01 AM on October 1, 2022.

WHEREAS, the City of Crookston needs a legal consultant to advise the City Council, City Staff, and City Police on legal matters.

WHEREAS, the Interim City Administrator has interviewed Tanner Holten, a partner with the Crookston Law Firm of Harbott, Knutson, Larson, & Holten, P.L.L.P.

WHEREAS, Tanner Holten has acted as an Assistant City Attorney for the City of Crookston since October 15, 2018.

WHEREAS, Tanner Holten has the requisite knowledge, integrity, experience and aptitude to act as the City Attorney for the City of Crookston.

WHEREAS, the Interim City Administrator Charles Reynolds is recommending Tanner Holten be designated and act on behalf of the City of Crookston as its City Attorney.

NOW, THEREFORE, IT IS RESOLVED, the City Council of Crookston, MN, designate and appoint Tanner Holten as City Attorney of the City of Crookston effective October 1, 2022 at 12:01 AM.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

RESOLUTION NO. _____

At a second regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION APPROVING THE CITY ADMINISTRATOR APPOINTMENT AND EMPLOYMENT AGREEMENT

WHEREAS, prior to March 14, 2022 Amy Finch was and performed the duties of City Administrator for the City of Crookston.

WHEREAS, prior to March 14, 2022 the City of Crookston with the assistance of David Drown Associates, Inc. executed a diligent search for a City Administrator.

WHEREAS, as of March 14, 2022 the City of Crookston was unable to identify an acceptable City Administrator candidate.

WHEREAS, as of March 14, 2022 the City Council of the City of Crookston determined Charles Reynolds had the necessary skill and experience of City operations and within the community to perform the functions of the City Administrator position on an interim and temporary basis.

WHEREAS, the City Council of and for the City of Crookston has determined that as of October 1, 2022 Charles Reynolds shall not be designated as the Interim City Administrator but shall be designated the City Administrator as a result of his skills and experience with City operations and within the community.

WHEREAS, Charles Reynolds has the necessary skills and experience with City operations and familiarity with the community to perform the functions of the City Administrator.

WHEREAS, the City Council of the City of Crookston desires to contract with Charles Reynolds to serve and perform the duties of City Administrator.

WHEREAS, Charles Reynolds is agreeable to serve and perform the duties of City Administrator under the terms and conditions of the agreement attached hereto.

WHEREAS, the City Council of the City of Crookston desires and intends Charles Reynolds perform the duties of City Administrator exclusively and shall not perform the duties of City Attorney.

WHEREAS, Charles Reynolds has resigned as the City Attorney.

NOW THEREFORE, BE IT RESOLVED, the City of Crookston enter into an Agreement with Charles Reynolds to perform the duties of City Administrator.

IT IS FURTHER RESOLVED, the City of Crookston authorize the Mayor and City Clerk to prepare and execute an Agreement with respect to the services of Charles Reynolds as City Administrator.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

CROOKSTON CITY ADMINISTRATOR EMPLOYMENT AGREEMENT

City of Crookston, Minnesota Employment Agreement

AGREEMENT made this 1st day of October, 2022, by and between the CITY OF Crookston, a Minnesota municipal corporation ("Employer"), and Charles Reynolds ("Employee") in consideration of the mutual covenants and conditions hereinafter contained it is agreed by and between Employer and Employee as follows:

POSITION. Employer agrees to employ Employee as its City Administrator. Employee agrees to serve as City Administrator in accordance with Minnesota state statutes, Crookston City Charter, City of Crookston ordinances, City of Crookston Code of Ethics and Conduct, the Code of Ethics of the International and Minnesota City/County Management Associations, and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

SALARY. Employer shall pay Employee a salary of \$135,000 per year starting October 1, 2022.

TERM. This Agreement shall be effective as specified herein upon approval by the Crookston City Council and Charles Reynolds. The term of this Agreement shall begin on the effective date, that is October 1, 2022, and shall terminate on the date a new City Administrator takes office unless terminated sooner by either party as provided in this Agreement. Notwithstanding any other provision of this Agreement, the Crookston City Council has the right to end Charles Reynolds' appointment as City Administrator anytime without cause. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Crookston City Council to terminate the services of Charles Reynolds as City Administrator. The parties agree that as City Administrator, Charles Reynolds serves at the will of the City Council and this Agreement contains all the terms and conditions of Charles Reynolds' contract as City Administrator.

DUTIES. Pursuant to the terms and conditions of this Agreement, Charles Reynolds shall provide and perform all the services and duties ordinarily performed by the City Administrator as set forth in the Crookston City Charter, the City Code of Ordinances, and other applicable written policies and rules. Applying the highest degree of professionalism, ethics, integrity, and competency to discharge his obligations, Charles Reynolds shall diligently perform his obligations and responsibilities. Interim City Administrator, Charles Reynolds shall attend all special and regular meetings of the Crookston City Council, unless excused, and such other meetings as required by the City Council or City Charter or City ordinances.

FEDERAL, STATE, AND LOCAL PAYROLL TAXES. Charles Reynolds acknowledges that City shall pay and withhold federal, state, and local income tax or payroll tax on behalf of Charles Reynolds.

FRINGE BENEFITS. Charles Reynolds understands that Charles Reynolds is not eligible to participate in any employee pension, health, vacation pay or sick pay plan of City.

UNEMPLOYMENT COMPENSATION. The City shall make no state or federal unemployment compensation payments on behalf of Charles Reynolds. Charles Reynolds will not be entitled to these benefits in connection with work performed under this Agreement.

INDEMNIFICATION. City shall indemnify and hold Charles Reynolds harmless from any loss or liability arising from performing services pursuant to this Agreement.

OUTSIDE ACTIVITIES. Charles Reynolds shall devote his full time and best efforts to the position of City Administrator.

INTEGRATION. This Agreement constitutes the entire agreement between the parties, and both parties acknowledge that there are no other agreement, oral or otherwise, that have not been fully set forth in the text of this Agreement.

MODIFICATION. The parties agree that this Agreement can be amended or modified only with the written concurrence of both parties.

NOTICES. Any notice required to be given under this Agreement shall be delivered or mailed to the following parties at the following addresses:

HOLIDAYS. Employer shall provide Employee the same holidays as enjoyed by other non-union employees.

DUES AND SUBSCRIPTIONS. Employer shall budget and pay the professional dues and subscriptions for Employee which are deemed reasonable and necessary for Employee's continued participation in national, regional, state and local associations necessary and desirable for Employee's continued professional participation, growth and advancement.

PROFESSIONAL DEVELOPMENT. Employer shall budget and pay necessary and reasonable registration, travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employee serves as a member. Employee shall use good judgment in his/her outside activities so he/she will not neglect his primary duties to the Employer.

CIVIC CLUB MEMBERSHIP. Employer recognizes the desirability of representation in and before local civic and other organizations. Employee is authorized to become a member of such civic clubs or organizations as deemed appropriate by Employee and Employer; and at Employer's expense.

AUTOMOBILE. Employee shall not be paid a monthly allowance of for use of any personal automobile for Employer business.

HOURS OF WORK. It is understood the position of City Administrator requires attendance at evening meetings and occasionally at weekend meetings. It is understood by Employee that additional compensation and compensatory time shall not be allowed for such additional expenditures of time. It is further understood that Employee may absent himself/herself from the office to a reasonable extent in consideration of extraordinary time expenditures for evening and weekend meetings at other than normal working hours.

BONDING. Employer shall bear the full cost of any fidelity or other bonds required of the Employee pursuant to any law or ordinance.

GENERAL CONDITIONS OF EMPLOYMENT. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his position with Employer, subject only to the provisions of this Agreement. If Employee voluntarily resigns his/her position with Employer, Employee agrees to give the Employer forty-five (45) days advance notice. If Employee voluntarily resigns his position with Employer, there shall be no termination pay due to Employee.

Notices may be delivered either personally to the addressee of the notice, or maybe deposited in the United States mail, postage prepaid to the address set forth above. Any notice so posted in the United States mail shall be deemed received three (3) days after the date of mailing.

ENTIRE AGREEMENT. This Agreement constitutes the entire Agreement between the parties pertaining to the subject matter of the Agreement and supersedes all prior and contemporaneous agreements, representations, promises, and understandings of the parties, whether oral or written. No supplement, modifications, or amendment of this Agreement shall be binding, unless executed in writing by the parties and this Agreement may not be altered, amended, or modified by any other means. Each party waives their future right to claim, contend, or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreement, course of conduct, waiver or estoppel.

Effective Date. All compensation and benefits under this Agreement shall begin to accrue as of October 1, 2022 which shall be the effective date of this Agreement.

DATED this 26th day of September 2022.

CITY OF CROOKSTON

CHARLES REYNOLDS

By: _____
Its: Mayor, Dale Stainbrook

Attest/Authenticated:

By: _____
City Clerk, Ashley Rystad

RESOLUTION NO. _____

At a first regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION ADOPTING A CLEAN-UP POLICY

WHEREAS, the City of Crookston realizes the importance of maintaining a clean, healthy, and safe community.

WHEREAS, the purpose of this policy is to identify items and quantities accepted during Clean-Up Week.

WHEREAS, the Public Works Department is requesting approval from the Council, adoption of a Clean-Up Policy.

NOW, THEREFORE, IT IS RESOLVED, the City Council of Crookston, Minnesota, adopts the attached Clean-Up Policy to provide citizens with identification and notification of items and quantities accepted during Clean-Up Week.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

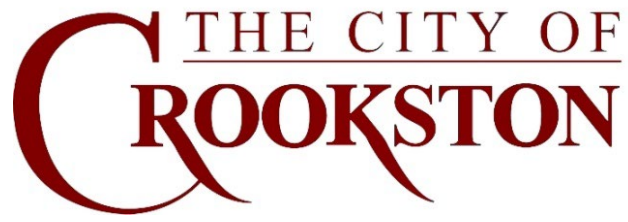
Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor



Clean-Up Policy

The City of Crookston realizes the importance of maintaining a clean, healthy, and safe community. To assist in this effort, the City of Crookston will have Spring Clean-Up during the last full week in April and Fall Clean-Up during the last full week in October.

Single family dwelling clean-up items will be picked up only on its regular garbage pickup day and must be placed on the street boulevard by 7:00 AM. Only household quantities of debris will be accepted.

The City of Crookston will collect the following items if separated into separate piles:

Bagged garbage, clothing, and cardboard - (Weight limit 30 pounds per bag with each bag no larger than 35 gallons. Up to 30 bags per household will be collected. No loose garbage will be collected.)

Appliances - (Limit 2)

Bypass, furniture, mattresses, metal items, demolition-bypass - (3 furniture items, 4 mattresses, and a demolition-bypass pile with a maximum dimension of 15'L by 4'W by 3'H.)

Automotive tires and rims - (Limit 4)

Placing these items in separate piles will help speed up the clean-up process. **In awareness of clean-up week in Crookston, Polk County Public Health advises residents** to not bring furniture, mattresses, box springs, or bed frames found on the street into your home in order to prevent the spread of bed bugs. <http://www.bedbugs.umn.edu/>

As required by State Law, all video display devices (TV's, computer monitors, etc.) cannot be land filled. Therefore, these items WILL NOT be collected during clean-up. These devices may be disposed of at Polk County Environmental Services (Transfer Station).

Concrete, batteries, partially full paint cans, any chemicals, or large amounts of demolition debris **WILL NOT** be accepted.

Items should be placed on boulevards no more than 24 hours prior to your collection day.

Demolition-Bypass

Any part of structure of a building, such as:

Boards
Wood (except treated lumber)
Sheet rock
Plaster
Windows
Toilets/sinks/showers/tubs
Cupboards
Doors
Shingles
Siding (except slate unless it has been check for asbestos)
Concrete
Metal sheeting
Wood Pallets
PVC pipe
Carpet (unless it is cut into 4 X 4 or smaller pieces)
Household furniture: Couches, chairs, tables, etc.
Mattress
Box Springs
Microwaves
Small Appliances (Toasters, Coffee pots, Etc.)
Light Fixtures (No bulbs or ballasts)
Humidifiers
Water softeners
Computer Equipment (not monitors)
Treated Wood

Appliances

Washers
Dryers
Refrigerators
Air Conditioners
Dish Washers
Hot Water Heaters
Dehumidifiers
Electric and Gas Ranges
Freezers
Trash Compactors
Garage Disposals

Metals

Steel Siding/Banding
Motors
Bikes
Duct/ Vents

Any item that is 90% metal is acceptable at no charge in the metal bin.

RESOLUTION NO. _____

At a second regular meeting of the City Council of the City of Crookston held on the 26th day of September 2022, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

**RESOLUTION ADOPTING PROPOSED 2023 TAX LEVY AND PRELIMINARY 2023
GENERAL FUND BUDGET AND SETTING A PUBLIC BUDGET MEETING DATE**

IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROOKSTON, COUNTY OF POLK, MINNESOTA
that the following sum of money is proposed to be levied for the current year, collectible in 2023, upon
the taxable property in the said City of Crookston, for the following purposes:

GENERAL LEVY:

Revenue \$

SPECIAL LEVY:

Tax Abatement \$ _____

TOTAL ALL LEVIES: \$

IT IS RESOLVED that the Preliminary 2023 General Fund Budget in the amount of \$ _____ is hereby
adopted.

IT IS FURTHER RESOLVED that the Crookston City Council set the Public Budget Meeting date for Monday,
December 12, 2022, at 6:15 p.m.

Upon the call of ayes and nays the vote stood as follows:

Council Members voting in the affirmative:

Council Members in the negative:

Upon this vote, the Mayor declares this resolution _____ and, if passed, effective upon the Mayor's

signature this _____ Day of _____, 2022, at

Attest:

Dale Stainbrook Mayor

Ashley Rystad City Clerk