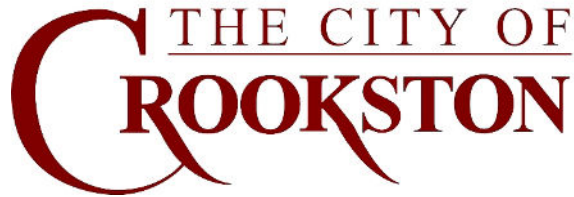


Mayor -Dale Stainbrook

Council Members:

W-1 Kristie Jerde
W-2 Henry Fischer
W-3 Clayton Briggs
At Large – Tim Menard



Council Members:

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

CITY COUNCIL AGENDA

June 26, 2023 - 5:30 pm

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

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. OATH OF OFFICE

3.01 Swearing in new Police Officers Alex Rudnik.

4. CROOKSTON FORUM - Individuals may address the Council about any item not contained on the regular agenda. A 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 reports.

5. PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS

6. 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.

7. 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.

7.01 Approve proposed City Council Minutes from June 5, 2023, Special City Council Meeting.

7.02 Approve proposed City Council Minutes from the June 12, 2023, City Council meeting.

7.03 Resolution to approve City of Crookston Bills and Disbursements in the amount of \$136,694.90 Check Nos 70865-70943.

7.04 Resolution to approve 2023 Gas Fitting Licenses (continued).

8. PUBLIC HEARINGS

9. REGULAR AGENDA

9.01 Resolution regarding the City of Crookston to zone areas surrounding its airport.

9.02 Resolution regarding approving the special event application for the Crookston Chamber of Commerce Crazy Day event.

9.03 Resolution regarding approving the special event application for the Police Department for the National Night Out event.

9.04 Resolution declaring a vacancy for the At-Large Council Member.

10. REPORTS AND STAFF RECOMMENDATION

11. ADJOURNMENT

OFFICIAL MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. SPECIAL CITY COUNCIL MEETING OF JUNE 5, 2023, COUNCIL CHAMBERS, CITY HALL.

Mayor Stainbrook called the meeting to order at 5:30 PM

ROLL CALL

Council Members present in answer to roll call were: Clayton Briggs, Donald Cavalier, Joe Kresl, Tim Menard, and Henry Fischer.

Council Members Absent: Kristie Jerde, Dylane Klatt, and Wayne Melbye.

Staff present: Charles "Corky" Reynolds, Jake Solberg, Brandon Carlson, Chad Palm, Audrey Passa, and Ashley Rystad.

REGULAR AGENDA

- 3.01 City Administrator, Corky Reynolds briefed the Council. This resolution will take some reserve monies which the City of Crookston identified, that could be potential resources to conduct projects at the swimming pool. The actual purchase of the actuators to be installed and repaired, not repaired but actually replaced. There would be a structural engineer employed for a cost, to do the test at the facility study recommended on various items in the pool. Further discussion was had and Bob Blazek, a community member for the past 40 years expressed his concerns about not dumping any more money into the pool. After further discussion, a motion was made by Council Member Menard, seconded by Council Member Cavalier, and duly carried to approve the Resolution regarding the Crookston Community Swimming Pool Repairs and Infrastructure Evaluations.

Mayor Stainbrook declared the meeting adjourned at 5:40 PM.

Dale Stainbrook, Mayor

Ashley Rystad, City Clerk

OFFICIAL MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE REGULAR COUNCIL MEETING OF JUNE 12, 2023, COUNCIL CHAMBERS, CITY HALL.

Mayor Stainbrook called the meeting to order at 5:30 p.m. and requested a moment of silence for the family of Wayne Melbye. After the moment of silence, Mayor Stainbrook asked all present to stand to recite the Pledge of Allegiance.

ROLL CALL

Council Members present in answer to roll call were Donald Cavalier, Joe Kresl, Dylane Klatt, Tim Menard, Kristie Jerde, Henry Fischer.

Council Members Absent: Clayton Briggs

Staff present: Charles Reynolds, Shane Heldstab, Chad Palm, Jake Solberg, Brandon Carlson, Greg Hefta, Ashley Rystad, Darin Selzler, and Audrey Passa.

CROOKSTON FORUM

APPROVAL OF AGENDA

Mayor Stainbrook asked if anyone wished to remove any item from the Consent Agenda, Ashley Rystad, City Clerk requested to add items 8.08 a resolution regarding bank authority at United Valley Bank, and item 8.09 a resolution regarding bank authority at Bremer Bank. On a motion by Council Member Klatt, seconded by Council Member Menard, and duly carried to approve the updated agenda.

CONSENT AGENDA

Mayor Stainbrook asked if anyone wished to remove any item from the Consent Agenda. Hearing none, on a motion by Council Member Jerde, seconded by Council Member Kresl, and duly carried to approve the consent agenda.

- 6.01 Approve proposed City Council Minutes from the May 22, 2023, City Council meeting.
- 6.02 Resolution to approve City of Crookston Bills and Disbursements in the amount of \$526, 498.75 Check Nos 70761-70864. (Res No. 27697)
- 6.03 Resolution to approve a donation from Walmart to the Crookston Police Department. (Res No. 27698)

PUBLIC HEARINGS

REGULAR AGENDA

8.01 City Administrator, Corky Reynolds briefed the Council about the property at 103 North Nelson. The present owner has agreed to sell the property to the City and the City will be able to take the appropriate steps to see that the property is put to more useful endeavor in the City of Crookston.

8.02 Motion made by Council Member Menard, seconded by Council Member Fischer; City Administrator, Corky Reynolds briefed the Council. Ottertail Power Company needs property the City of Crookston owns near the Lagoons. The Planning Commission has reviewed this matter and is recommending it unanimously for approval. It was duly carried to approve the Resolution regarding Ottertail Power Company Electric Line Easement No. 107840 with the City of Crookston. (Res No.27699)

8.03 Motion made by Council Member Kresl, seconded by Council Member Menard; City Administrator, Corky Reynolds briefed the Council. Originally the Council had approved an easement for Ottertail Power Company but after further investigation, Ottertail was not able to acquire all the easement necessary over private property. So, Ottertail has requested an alternative easement. It was duly carried to approve the Resolution for Ottertail Power Company Electric Line Easement No. 138436 with the City of Crookston. (Res No.27700)

8.04 Motion made by Council Member Jerde, seconded by Council Member Klatt; City Administrator, Corky Reynolds briefed the Council. This area was originally zoned light industrial (I-2), and a person located in this zoning area attempted to sell a home and attempted to get a loan. The underwriters were not comfortable giving a loan, because of the zoning light industrial (I-2), and if your home is damaged or destroyed it would be difficult to rebuild in the light industrial zoned area. So, with the help of our Building official, the Public Works Director, they contacted various individuals and they all agreed this would be in their best interest to rezone the area from light Industrial (I-2) to residential (R-2). After discussion, It was duly carried to approve the Resolution regarding the zoning change within the City of Crookston Norcross Subdivision (Res No.27701)

8.05 Motion made by Council Member Cavalier, seconded by Council Member Fischer; City Administrator, Corky Reynolds briefed the Council. Once this resolution is approved this allows the EDA Director to be able to file an application for redevelopment funds up to a million dollars, there is a necessity of matching these funds if the City of Crookston were to be granted that amount of money. The City of Crookston always has an opportunity to reject it. This would allow the revitalization of industrial buildings, and commercial buildings within the City of Crookston and this resolution would give support for the application. Karie Kirschbaum, Community Development Director, described one of the buildings that they are looking at for this grant would be the Tri-Valley building. So if we get the Council approval then we can consider the options for where to best spend the money. After discussion, it was duly carried, to approve the Resolution regarding the City of Crookston's application with respect to the Minnesota Redevelopment Grant. (Res No.27702)

8.06 Motion made by Council Member Menard, seconded by Council Member Cavalier, City Administrator, Corky Reynolds briefed the Council. This item was brought forth to the Ways and Means Committee. The City of Crookston did advertise for bids and the City did receive a single bid. That bid was approximately 37 percent higher than our engineer's estimate. The Ways and Means Committee would recommends the City of Crookston rejects that single bid. Then get authorization to go out for a rebid with only two projects, one being the reconstruction on Alexander Street and the other being the installation of the water main on Houston Avenue. After further discussion, it was duly carried to approve the Resolution regarding 2023 Street improvements. (Res No. 27703)

8.07 Motion made by Council Member Cavalier, seconded by Council Member Fischer; City Administrator, Corky Reynolds briefed the Council. This change request was requested by the City Engineer regarding a certain water main attachment that is necessary to be changed. The amount requested for the change order is seven thousand and ninety-five dollars (\$7,095.00). The Money is within budget and available. It was duly carried to approve the resolution regarding change order No. 1 Agricultural Road Street & Utility Construction. (Res No.27704)

8.08 Motion made by Council Member Menard, seconded by Council Member Fischer; City Administrator, Corky Reynolds briefed the Council. This resolution authorizes certain people in the City of Crookston to be able to access funds. Our auditors have requested certain financial information from previous years and upon talking with our current Financial Director she was told the bank can't provide any information because she is not authorized. The last authorization on file is for Amy Finch, who has long since departed. The City of Crookston has selected these individuals to be able to access the City's financial information. After further discussion, it was duly carried to approve the Resolution regarding Bank authority at United Valley Bank. (Res No.27705)

8.09 Motion made by Council Member Menard, seconded by Council Member Kresl; City Administrator, Corky Reynolds briefed the Council. This resolution is the same exact motive and same exact reasoning as item 8.08. It was duly carried to approve the resolution regarding bank authority at Bremer Bank. (Res. No.27706)

REPORTS FROM CITY STAFF

Charles “Corky” Reynolds, City Administrator:

- A Busy couple of weeks, we did reach an agreement regarding 103 North Nelson, everyone is happy.
- We had several discussions met with the person concerned about the Wood Addition and the roadway.
- On behalf of myself, and the City, I express my condolences to Wayne Melbye’s family.

Karie Kirschbaum, Community Development Director:

- The Economic and Housing Department wants to send our condolences to the Wayne Melbye family. Wayne was a huge part down at Oak Court.
- We have had staff turnover, one of our housing specialists has given their notice. So, we are currently in the hiring process.
- With being so short-staffed right now Oak Court residents will be by appointment only. Tim and Bill are on site with the residents, but this will be for the office appointments.
- We currently have nine (9) businesses who have reached out regarding the revitalization application and hopefully we will get the storefront happening with some new signs and paint.
- The Crookston EDA has already brought in around eight hundred eighty-two thousand dollars (\$882,000) so far this year. So, keep in mind that a lot of these grants need matching funding so going into our 2024 budget discussion we want to keep more potential projects and grants in mind.
- We are thinking about putting our name in the hat this year for the Safe Routes and Street Grant.

Greg Hefta, Building Official:

- Would like to offer my condolences for Wayne, he was a part of the Planning Commission he will be missed.
- Planning Commission will be on June 20, 2023, at seven o’clock to discuss the conditional use for 931 Tuttle Avenue. They are looking at putting a used car lot and additional equipment.

Brandon Carlson, Public Works Director:

- The City of Crookston received the Street Sweeper back.
- The Water Department drained the North water tower today to do an inspection of the interior.
- The Street Department hired a new employee and his name is Jordan and we will have Cody starting in the water department in three weeks.
- The mosquito counts have been 30 to 50 and the City sprays when the count gets over 100.
- Lyle Wilkins hydro-seeded the levees, by the Fire hall and on Summit Avenue.

Chad Palm, IT Director:

- The IT department is nearing the end of migration to our new network. 90% of our systems moved over. The Fire and Police Department remain but the IT department will be taking care of that the rest of this week and into next week.
- The Police Department and IT Department will have a presentation at the next council meeting to show the changes.
- Brought the new Park and Recreation Supervisor online at the pool this morning.

Shane Heldstab, Fire Chief:

- The Fire Department has been pretty status quo, still looking for a Firefighter. There are a few interviews that will be taking place in the next couple of weeks.
- At the Fire station the mood has been pretty somber the past couple of days. We have been working with Wayne’s family regarding funeral arrangements.
- Our condolences go out to the Melbye family.

Darin Selzler, Police Chief:

- On behalf of the Crookston Police Department condolences to the Melbye family.

REPORTS FROM CITY COUNCIL MEMBERS

Kristie Jerde, Council Member 1st Ward,

- Condolences to the Melbye family.
- There wasn't a lot of direction in the Council when I first started, and Wayne would always whisper that I needed to say Aye or This is the time that I could discuss an issue. We don't necessarily always agree on everything on the council, but he was always just a really kind individual and will be sorely missed.

Henry Fischer, Council Member 2nd Ward,

- Condolences to the Melbye family.
- Wayne was not just a community member by address, but by action and I know everyone is going to miss him.

Clayton Briggs, Council Member 3rd Ward,

- No report

Donald R Cavalier, Council Member 4th,

- Wayne was a good friend and we had a lot of good times together when we were younger.
- The Chamber has two interns from UMC working for them.
- We are working hard to get people signed up as members.

Joe Kresl, Council Member 5th

- Condolences to the Melbye family. Wayne will be greatly missed.

Dylane Klatt, Council Member 6th Ward,

- Condolences to Paulette and the rest of the Melbye family, I have known Wayne a long time and he coached my son in hockey, and it's been a tough week with his passing.

Tim Menard, Council Member-at-Large,

- Condolences to Wayne's family.

Dale Stainbrook, Mayor,

- Thank you to Walmart for the donation to the Crookston Police Department.
- Attended the Roger Moe dedication.
- Condolences to the Melbye family, I have known Wayne for years going way back to when he was processing deer and showed me how to do it. He also got me involved with officiating the Youth hockey. He is going to be deeply missed.

ADJOURNMENT

Mayor Stainbrook declared the meeting adjourned at 5:40 PM.

Dale Stainbrook, Mayor

Ashley Rystad, City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 26th day of June 2023, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION TO APPROVE THE CITY OF CROOKSTON BILLS AND DISBURSEMENTS

WHEREAS: All bills and disbursement shall be made only upon the order of the City Administrator or designees who have been duly authorized by the City of Crookston Purchasing Policy and,

IT IS RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CROOKSTON: 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.

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 _____, 2023, at

Attest:

Dale Stainbrook Mayor

Ashley Rystad City Clerk

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0650	ELAN FINANCIAL SERVICES I-202306215451	D	6/21/2023	13,980.54		001182		13,980.54
1	ROBINSON, DEREK I-000202306135438	R	6/21/2023	67.17		070865		67.17
1	EMBRETSON, TAMMY I-000202306135439	R	6/21/2023	81.93		070866		81.93
1	BROWN, STACEY I-000202306135440	R	6/21/2023	52.57		070867		52.57
1	PESCH, LEAH I-000202306135441	R	6/21/2023	62.09		070868		62.09
1	DAHL, MARY I-000202306135442	R	6/21/2023	65.90		070869		65.90
1	HARRIS, CLIFFORD EUG I-000202306135443	R	6/21/2023	29.45		070870		29.45
1	VOLD, TAYLOR I-000202306135444	R	6/21/2023	59.61		070871		59.61
1	JUNKERMEIER, SUTTON I-000202306135445	R	6/21/2023	59.50		070872		59.50
1	LENOIR, JAMES I-000202306135446	R	6/21/2023	40.61		070873		40.61
0017	ACME EQUIPMENT I-11429103	R	6/21/2023	259.89		070874		259.89
0021	ADVANCED TIRE & AUTO SERV. LLC I-44253	R	6/21/2023	44.49		070875		
	I-44262	R	6/21/2023	67.55		070875		112.04
4001	AGASSIZ ASPHALT, LLC I-10380	R	6/21/2023	234.75		070876		
	I-10389	R	6/21/2023	608.25		070876		
	I-10391	R	6/21/2023	801.00		070876		1,644.00
2200	AUTO VALUE OF CROOKSTON I-76217595	R	6/21/2023	12.99		070877		
	I-76217855	R	6/21/2023	2.48		070877		
	I-76217883	R	6/21/2023	47.96		070877		
	I-76218462	R	6/21/2023	27.87		070877		91.30

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
4466	CODY BANNERT TRAVEL REIMBURSEMENT-MEALS	R	6/21/2023	68.03		070878		68.03
0186	BERTIL'S GRAVEL & EXCAVATION L							
I-7756	HAULING STREET SWEEPER TO GF	R	6/21/2023	375.00		070879		
I-7766	RECYCLED CONCRETE TO CENT. PRK	R	6/21/2023	275.65		070879		
I-7772	DIG IN SEWER AT TOM PROULXS	R	6/21/2023	1,155.00		070879		
I-7774	RECYCLE CONCRETE	R	6/21/2023	46.50		070879		
I-7785	CLASS 5 GRAVEL	R	6/21/2023	3,225.60		070879		5,077.75
0255	BROST CHEVROLET INC. REPAIR CAR AT AIRPORT	R	6/21/2023	430.42		070880		430.42
2961	BSN SPORTS, LLC							
I-921728948	CLAY FOR BALL FIELDS	R	6/21/2023	1,036.85		070881		
I-921746329	REPAIR CRACK AT PB COURTS	R	6/21/2023	239.50		070881		
I-921790312	NEW BATTER BOX	R	6/21/2023	498.15		070881		1,774.50
3226	CHRISTIAN BROTHERS FORD, INC U-2 OIL CHANGE	R	6/21/2023	83.87		070882		83.87
3184	CINTAS CORPORATION							
I-4156581416	MATS, SUPPLIES	R	6/21/2023	16.48		070883		
I-4158077769	MATS, TOWELS CITY HALL	R	6/21/2023	14.96		070883		
I-4158077775	TOWELS, MATS, LINEN	R	6/21/2023	26.10		070883		
I-4158077797	MATS	R	6/21/2023	3.84		070883		
I-4158077822	MATS	R	6/21/2023	3.60		070883		
I-4158885238	JANITOR SUPPLIES	R	6/21/2023	28.00		070883		
I-4158885312	TOWELS,MATS, LINEN	R	6/21/2023	26.10		070883		119.08
0337	COLE PAPERS INC.							
I-10302100	JANITOR SUPPLIES	R	6/21/2023	97.26		070884		
I-10305960	CITY HALL JANITOR SUPPLIES	R	6/21/2023	133.62		070884		230.88
0363	CROOKSTON BUILDING CENTER							
I-291423	NO PARKING SIGNS	R	6/21/2023	12.72		070885		
I-291577	REPAIR CATCH BASINS	R	6/21/2023	22.60		070885		
I-291579	REPAIR CATCH BASIN	R	6/21/2023	4.59		070885		
I-291580	REPAIR CATCH BASINS	R	6/21/2023	7.99		070885		
I-291581	BOARDS FOR PICNIC TABLES	R	6/21/2023	220.80		070885		
I-291589	BOLTS FOR PICNIC TABLES	R	6/21/2023	19.80		070885		
I-291752	BITS-SCREW GUNS	R	6/21/2023	52.85		070885		341.35

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0389	CROOKSTON FUEL CO. I-20230531-POLICE MAY FUEL POLICE	R	6/21/2023	2,611.70		070886		2,611.70
0425	CROOKSTON PAINT & GLASS I-59028 PAINT AND TRAYS I-59041 MISC SUPPLIES I-59054 PAINT SUPPLIES CSC COMM. ROOM	R	6/21/2023	163.91		070887		
		R	6/21/2023	209.97		070887		
		R	6/21/2023	130.84		070887		504.72
0044	CROOKSTON ROTARY CLUB I-20230608 ANNUAL DUES	R	6/21/2023	400.00		070888		400.00
4388	CROOKSTON VISITORS BUREAU I-20230608 APRIL TAXES PD IN MAY 2023	R	6/21/2023	4,720.89		070889		4,720.89
0465	CROOKSTON WATER DEPARTMENT I-20230613 SERVICE 4/19-5/19/2023	R	6/21/2023	1,240.92		070890		1,240.92
0470	CROOKSTON WELDING INC. I-063353 TRAILER HITCH	R	6/21/2023	39.99		070891		39.99
1610	CUMMINS SALES AND SERVICE I-F1-38029 SERVICE WASTEWATER GENERATOR I-F1-38030 SERVICE WASTEWATER GENERATOR I-F1-38032 SERVICE WELL SITE GENERATOR I-F1-38103 SERVICE POLICE DEPT GENERATOR I-F1-38105 SERVICE SPORTSCENTER GENERATOR I-F1-38117 OLD WELL SITE GENERATOR SERV. I-F1-38118 PUBLIC WORKS GENERATOR SERV. I-F1-38119 WATER PLANT GENERATOR SERV.	R	6/21/2023	610.50		070892		
		R	6/21/2023	607.76		070892		
		R	6/21/2023	741.49		070892		
		R	6/21/2023	306.58		070892		
		R	6/21/2023	357.93		070892		
		R	6/21/2023	602.18		070892		
		R	6/21/2023	610.50		070892		
		R	6/21/2023	683.27		070892		4,520.21
3752	CASEY DELANEY I-20230613 CLOTHING REIMBURSEMENT	R	6/21/2023	122.97		070893		122.97
0721	GALSTAD, JENSEN & MCCANN, P.A. I-18378 CRIMINAL CASES	R	6/21/2023	81.00		070894		81.00
0909	GARDEN VALLEY TECHNOLOGIES I-101245987 PHONE BILL AT CSC	R	6/21/2023	49.00		070895		49.00
4422	GLOBAL SAFETY NETWORK, INC I-2023060921034122 PRE-HIRE DRUG SCREENING	R	6/21/2023	88.03		070896		88.03
0965	GRAND FORKS FIRE EQUIPMENT I-38089 GEAR WASH FOR TURNOUT GEAR	R	6/21/2023	67.00		070897		67.00

VENDOR SET: 01 City of Crookston
BANK: AP BREMER BANK, N.A. - AP
DATE RANGE: 6/08/2023 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0987 I-20230607	GREAT PLAINS NATURAL GAS CO. SERVICE 5/-6/5/2023	R	6/21/2023	50.66		070898		50.66
1812 I-20230611	HEATH HANSON LAW ENFORCEMENT HAND GUN	R	6/21/2023	502.27		070899		502.27
1848 I-2023-1194 I-2023-1238 I-2023-1239	HARBOTT, KNUTSON & LARSON & HO CRIMINAL MATTERS MAY 2023 CIVIL MATTERS CIVIL MATTERS	R R R	6/21/2023 6/21/2023 6/21/2023	9,576.00 213.00 623.00		070900 070900 070900		10,412.00
3400 I-69999/2 I-70001/2 I-70401/2 I-70508/2 I-70789/2 I-70838/2	CROOKSTON HARDWARE HANK POLYSHADE QT SAT A WALNT BRUSH FOAM ANT KILLER, SOIL POTTING MIX POWER STRIP WRKSHP W/S WASHER FLUID SHOVELS FOR AIRPORT	R R R R R R	6/21/2023 6/21/2023 6/21/2023 6/21/2023 6/21/2023 6/21/2023	15.99 2.97 20.96 42.99 11.98 59.98		070901 070901 070901 070901 070901 070901		154.87
1043 I-6498697	HAWKINS, INC CHEMICALS	R	6/21/2023	10.00		070902		10.00
4229 I-523764	GREG HEFTA TRAVEL REIMBURSE. AND DUES	R	6/21/2023	146.83		070903		146.83
1006 I-010197	HN QUALITY PLUMBING INC. PVC PIPES, COUPLER	R	6/21/2023	83.31		070904		83.31
1105 I-20230601 I-20230606	HUGO'S TRAINING SUPPLIES TRAINING SUPPLIES	R R	6/21/2023 6/21/2023	13.06 33.97		070905 070905		47.03
9193 I-20230601 I-20230609	HUMANE SOCIETY OF POLK CO INC VET SERVICES MAY IMPOUND/LEASE FEE	R R	6/21/2023 6/21/2023	204.85 998.00		070906 070906		1,202.85
4593 I-20230620	KRISTIE JERDE REIMBURSEMENT FOR LMC CONF.	R	6/21/2023	225.00		070907		225.00
4612 I-20230608	KAYMEE DENAULT TRAVEL REIMBURSEMENT	R	6/21/2023	112.87		070908		112.87
4109 I-IN215825	KIESLER'S POLICE SUPPLY BPV-MURPHY	R	6/21/2023	1,297.06		070909		1,297.06

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1279 I-3119	LET'S PLAY HOCKEY TOURNAMENT AD	R	6/21/2023	325.00		070910		325.00
1236 I-941	LYLE WILKENS, INC HYDROSEEDING OF DIKE AREAS	R	6/21/2023	7,994.80		070911		7,994.80
2788 I-INV11270525 I-INV11313256	MARCO - NW 7128 NEW WATER PLANT PRINTER BARRACUDA LICENSING	R R	6/21/2023 6/21/2023	840.00 402.00		070912 070912		1,242.00
3872 I-500849971 I-503311516 I-503518888 I-503519274	MARCO TECHNOLOGIES, LLC MPS PRINTERS MPS PRINTERS MPS PRINTERS MPS PRINTERS	R R R R	6/21/2023 6/21/2023 6/21/2023 6/21/2023	78.64 602.83 828.06 68.34		070913 070913 070913 070913		1,577.87
1352 I-PINV1097199	MATT PARROTT & SONS COMPANY DOOR HANGERS	R	6/21/2023	234.67		070914		234.67
1357 I-S10670 I-S10674	MCFARLANE MECHANICAL CONTRACTO PUMP REPAIR PUMP REPAIR	R R	6/21/2023 6/21/2023	3,605.69 1,096.63		070915 070915		4,702.32
1494 I-10936 I-10959	MN FIRE SERVICE CERTIFICATION FFI CERTIFICATION TESTING FIRE INSTRUCTOR CERT. TESTING	R R	6/21/2023 6/21/2023	504.00 126.00		070916 070916		630.00
4537 I-5147	NEO ELECTRICAL SOLUTIONS ANNUAL AIRFIELD INSPECTION	R	6/21/2023	2,260.00		070917		2,260.00
1735 I-25573	NORTHERN FIRE EQUIPMENT EXTINGUISHER SERVICE	R	6/21/2023	315.90		070918		315.90
1861 I-54869	OTTERTAIL POWER COMPANY-FF SERVICE 5/1-6/2/2023	R	6/21/2023	37.14		070919		37.14
1872 I-20230613 I-20230613B	PKM ELECTRIC SERVICE 4/30-5/31/2023 SERVICE 4/30-5/30/2023	R R	6/21/2023 6/21/2023	48.00 61.00		070920 070920		109.00
1930 I-5-30-23	POLK COUNTY HIGHWAY DEPT SALT AND SAND USED 2022-2023	R	6/21/2023	7,438.00		070921		7,438.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1935	POLK COUNTY TRANSFER STATION							
I-41215	TRANSFER STATION	R	6/21/2023	5.00		070922		
I-41648	TRANSFER STATION	R	6/21/2023	24.22		070922		
I-41650	TRANSFER STATION	R	6/21/2023	92.99		070922		
I-41712	TRANSFER STATION	R	6/21/2023	2.56		070922		
I-42584	TRANSFER STATION	R	6/21/2023	29.02		070922		
I-42754	CLEAN UP	R	6/21/2023	13.10		070922		166.89
2005	PROULX REFRIGERATION HTG &APPL AC UNIT REPAIR AT MAIN STATION	R	6/21/2023	210.00		070923		210.00
3917	PRUDHOMME ANDREA PURCHASES FOR CLUB KID	R	6/21/2023	300.84		070924		300.84
2041	RDO EQUIPMENT COMPANY STUMPER-REAR SEAL #75 UNIT #98 ENGINE REPLACEMENT	R	6/21/2023	240.82		070925		
		R	6/21/2023	22,689.44		070925		22,930.26
2100	REGIONAL SANITATION SERV INC 2 YD BIN 4/27-5/26/2023	R	6/21/2023	83.75		070926		83.75
3834	RMB ENVIRONMENTAL LABORATORIES CHEMICALS CHEMICALS	R	6/21/2023	182.95		070927		
		R	6/21/2023	109.99		070927		292.94
2146	ROTO ROOTER 521 3RD AVE NE SEWER REPAIR	R	6/21/2023	525.00		070928		525.00
4434	SAMANTHA BLACKFORD NUISANCE GRASS 116 ADAMS NUISANCE GRASS 522 SUMMIT SUMMIT VACANT LOT GRASS MOWED 311 SUMMIT AVE MOWED 415 SUMMIT AVE MOWED VACANT LOT SUMMIT AVE MOWED 704 WOODLAND MOWED VACANT ON BARRETTE MOWED 203 MINNESOTA MOWED 411 SUMMIT	R	6/21/2023	100.00		070929		
		R	6/21/2023	125.00		070929		
		R	6/21/2023	100.00		070929		
		R	6/21/2023	100.00		070929		
		R	6/21/2023	300.00		070929		
		R	6/21/2023	100.00		070929		
		R	6/21/2023	100.00		070929		
		R	6/21/2023	250.00		070929		
		R	6/21/2023	25.00		070929		
		R	6/21/2023	125.00		070929		1,325.00
2187	SANITATION PRODUCTS INC AC UNIT STREET SWEEPER #98 WHEEL HUB UNIT #98	R	6/21/2023	1,909.19		070931		
		R	6/21/2023	364.08		070931		2,273.27

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2437	SCOTT'S TRUE VALUE HARDWARE							
I-A237250	PAINT	R	6/21/2023	28.96		070932		
I-A237650	POTTING SOIL FOR FLOWERS	R	6/21/2023	75.31		070932		
I-A237684	SUPPLIES	R	6/21/2023	6.99		070932		
I-A237882	PAINT FOR TABLES	R	6/21/2023	136.39		070932		
I-A238051	MORTAR REPAIR	R	6/21/2023	9.58		070932		
I-A238061	SEALANT	R	6/21/2023	3.36		070932		260.59
2231	SERVICE PRO OF CROOKSTON INC							
I-0147642	FUEL, TRIMMER, LINE	R	6/21/2023	277.94		070933		
I-0147811	POWER FUEL	R	6/21/2023	119.97		070933		
I-0147918	FUEL	R	6/21/2023	177.95		070933		
I-0148066	FUEL	R	6/21/2023	177.95		070933		753.81
2272	SHI INTERNATIONAL CORP							
I-B16942387	SURFACE PRO DOCKS	R	6/21/2023	410.00		070934		410.00
4614	RICHEL SIMMONS							
I-20230620	MAILBOX REPAIR	R	6/21/2023	75.06		070935		75.06
4273	SUNSET LAW ENFORCEMENT							
I-0008446-IN	PRACTICE/DUTY AMMUNITION	R	6/21/2023	3,902.00		070936		3,902.00
2731	TERMINIX COMMERCIAL							
I-220134	PEST CONTROL	R	6/21/2023	122.00		070937		122.00
4064	THE LOOPY SPOOL							
I-662023	PATCH/HEM UNIFORMS	R	6/21/2023	43.00		070938		43.00
2404	TODD'S TIRE SERVICE INC.							
I-38530	UNIT #132 2-100# PROPANE FILL	R	6/21/2023	120.00		070939		120.00
3123	VALLEY ELECTRIC OF CROOKSTON,							
I-7366	MEMORIAL PARK REPAIR	R	6/21/2023	381.05		070940		381.05
2506	VERIZON WIRELESS							
I-9936405049	P2P-MAY	R	6/21/2023	1,003.58		070941		1,003.58
2545	WIDSETH SMITH NOLTING & ASSOC,							
I-223387	CENTRAL PARK IMPROVEMENTS	R	6/21/2023	376.00		070942		
I-223388	AG INNOV. CAMPUS ENTRANCE RD	R	6/21/2023	1,216.50		070942		
I-223389	2023 STREET IMPROVEMENTS	R	6/21/2023	10,796.00		070942		
I-223393	STORMWATER ON GIS	R	6/21/2023	350.00		070942		
I-223592	NORTH SIDE STORM WATER STUDY	R	6/21/2023	8,423.00		070942		21,161.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2585 I-42971	YE OLE PRINT SHOPPE INC BUSINESS CARDS	R	6/21/2023	64.00		070943		64.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	78	122,714.36	0.00	122,714.36
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	13,980.54	0.00	13,980.54
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	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			79	136,694.90	0.00	136,694.90
BANK: AP	TOTALS:		79	136,694.90	0.00	136,694.90
REPORT TOTALS:			79	136,694.90	0.00	136,694.90

CK# 70865-70943

Total= \$136,694.90

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 26th day of June 2023, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION TO APPROVE 2023 LICENSE RENEWALS- GAS FITTING & CEMENT MASON

WHEREAS: the City of Crookston issues a license to install, alter, service, or repair gas piping, appliances and,

WHEREAS: the City of Crookston issues a license to any person who constructs, reconstructs, or repairs concrete, sidewalks, curbs, or gutters upon the public streets of the City and,

NOW, THEREFORE, IT IS RESOLVED: that licenses of the City for the year 2023, as set forth upon and made a part hereof by reference, be and the same hereby are, granted subject to the following conditions and terms.

1. That each and all applicants shall in all respect with the terms and provisions of the Ordinances of the City of Crookston under which authority said licenses are issued.
2. That each and all applicants shall pay the City of Crookston license fees in full for their respective licenses.

IT IS FURTHER RESOLVED: That the City Clerk of said City of Crookston is hereby authorized and directed to issue the licenses granted upon compliance with the license with the terms hereof.

GAS FITTING LICENSE

Lee Plumbing & Heating CO, Inc

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 _____, 2023, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 26th day of June 2023, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

AUTHORIZING THE CITY OF CROOKSTON TO ZONE AREAS SURROUNDING ITS AIRPORT

WHEREAS: On May 22, 2023, the City of Crookston passed a resolution authorizing the City of Crookston to create a Joint Airport Zoning Board in cooperation with the County of Polk and Townships of Crookston, Fanny, Lowell, and Parnell; and

WHEREAS: The City of Crookston, on February 15, 2023, mailed a letter to Polk County and Townships of Crookston, Fanny, Lowell, and Parnell, requesting their participation in the creation of said Joint Airport Zoning Board; and

WHEREAS: more than sixty days have passed since said mailing; and

WHEREAS: The Townships of Lowell and Parnell have not responded or have refused to participate in the creation of said Board; and

WHEREAS, In such events, Minnesota Statutes Section 360.063, Subdivision 3 authorizes the City of Crookston to adopt, administer and enforce airport zoning regulations for the airport hazard area in question, even if said area is outside of the boundaries of the City of Crookston.

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

The City of Crookston, Resolution 27693, dated May 22, 2023, authorizing the City of Crookston to cooperate with the Townships of Lowell and Parnell in the creation of a Joint Airport Zoning Board is hereby rescinded and the appointments to said Board made therein are likewise rescinded.

The City of Crookston does hereby authorize its staff to proceed in cooperation with the Minnesota Department of Transportation (Mn/DOT), Office of Aeronautics, with the preparation of an Airport Zoning Ordinance concerning the airport hazard area surrounding the airport.

In accordance with Minnesota Statutes 360.063 Subdivision 3, the City of Crookston intends to adopt, administer, and enforce airport zoning regulations for the airport hazard area in question.

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 _____, 2023, at

Attest:

Dale Stainbrook Mayor

Ashley Rystad City Clerk

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 26th day of June 2023, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION REGARDING A SPECIAL EVENT PERMIT REQUEST FOR CRAZY DAYS

WHEREAS: the City of Crookston recognizes that many local private and public civic organizations sponsor events which enhance the quality of life within the City of Crookston; and

WHEREAS: City of Crookston Ordinance Chapter 117.12 Section 6 subsection 5 provides a Mobile Food Unit which is operating by invitation of a person or organization who has obtained a special event permit approved by the Crookston City Council is exempt from any fees; and

WHEREAS: the Crookston Chamber of Commerce has made an application requesting a special event permit with respect to the "Crazy Days" to be held on Thursday, July 20th, 2023; and

NOW, THEREFORE BE IT RESOLVED: BY THE CITY OF CROOKSTON, MINNESOTA: Crookston City Council approves this special event permit requested by the Crookston Chamber of Commerce which special event is designated as "Crazy Days" which shall be held Thursday, July 20th, 2023.

BE IT FURTHER RESOLVED: no Mobile Food Unit operating in the City of Crookston on July 20, 2023, at the request of the Crookston Chamber of Commerce, shall be charged a fee to engage in Mobile Food Unit activities on Thursday, July 20, 2023.

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 _____, 2023, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 26th day of June 2023, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION REGARDING A SPECIAL EVENT PERMIT REQUEST FOR A NATIONAL NIGHT OUT

WHEREAS: the City of Crookston recognizes that many local private and public civic organizations sponsor events which enhance the quality of life within the City of Crookston; and

WHEREAS: City of Crookston Ordinance Chapter 117.12 Section 6 subsection 5 provides a Mobile Food Unit which is operating by invitation of a person or organization who has obtained a Special Event Permit approved by the Crookston City Council is exempt from any fees; and

WHEREAS: the Crookston Police Department has made an application requesting a Special Event Permit with respect to the "National Night Out" to be held on Tuesday, August 1st, 2023; and

NOW, THEREFORE BE IT RESOLVED: BY THE CITY OF CROOKSTON, MINNESOTA: Crookston City Council approves this Special Event Permit requested by the Crookston Chamber of Commerce which Special Event is designated as "National Night Out" which shall be held Tuesday, August 1st, 2023.

BE IT FURTHER RESOLVED: no Mobile Food Unit operating in the City of Crookston on August 1st, 2023; at the request of the Crookston Police Department, shall be charged a fee to engage in Mobile Food Unit activities on Tuesday, August 1st, 2023.

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 _____, 2023, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor

RESOLUTION NO. _____

At a regular meeting of the City Council of the City of Crookston held on the 26th day of June 2023, Council

Member _____ offered the following resolution which was seconded by Council

Member _____,

RESOLUTION DECLARING A VACANCY FOR THE AT-LARGE COUNCIL MEMBER

WHEREAS: on November 3, 2020, Wayne Melbye was elected to a position of At-Large Council Member for the City of Crookston; and

WHEREAS: on January 4, 2021, Wayne Melbye was sworn in as an At-Large Council Member for the City of Crookston; and

WHEREAS: on June 9, 2023, Wayne Melbye died while an incumbent in office as an At-Large Council Member for the Crookston of Crookston; and

WHEREAS: the Charter of the City of Crookston within Chapter 2 Section 2.05 provides an elected office becomes vacant when the incumbent dies; the Council may by resolution declare the vacancy to exist; and may appoint an eligible person to fill the vacancy for the remainder of the unexpired term; and

NOW, THEREFORE BE IT RESOLVED BY THE CITY OF CROOKSTON, MINNESOTA: a vacancy exists within the Crookston City Council with respect to an At-Large position formerly occupied by Wayne Melbye.

BE IT FURTHER RESOLVED: Crookston City Council shall appoint an eligible person to fill the vacancy created by the death of incumbent Wayne Melbye.

BE IT FURTHER RESOLVED: Crookston City Council shall appoint an eligible person to fill the vacancy for the remainder of Wayne Melbye’s unexpired term.

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 _____, 2023, at

Attest:

Ashley Rystad
City Clerk

Dale Stainbrook
Mayor