

**AGENDA**  
**WEDNESDAY, NOVEMBER 12, 2008 – 6:30 P.M.**

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC FORUM (Limited to 5 minutes per Council protocol)**
- 5. CONSENT AGENDA** (Note: Motion will be to approve the Consent Agenda as listed.)  
The following items will be enacted by one motion unless a Councillor or Citizen of the City of Virginia requests that the item be considered separately:
  - 5.1 Approval/correction of minutes of Regular Meeting held October 28, 2008.
  - 5.2 Adoption of Finance Resolution No. 08021 – Schedule of Bills.
- 6. APPEARANCES (Limited to 10 minutes)**
  - 6.1
- 7. UNFINISHED BUSINESS**
  - 7.1
- 8. DISCUSSION ITEMS**
  - 8.1 Reappointment of Darwin Alar to the Municipal Cable Commission for a three year term ending December 1, 2011.
  - 8.2 Reappointment of Jim Glancy to the Housing and Redevelopment Authority for a five year term ending November 22, 2013.
- 9. COMMITTEE REPORTS**
  - 9.1 Finance Committee as a Committee-of-the-Whole (November 3, 2008)
    - A. Donation of paver bricks for the Metsa Garden.
    - B. Change Order No. 2 to increase the contract with Lenci Enterprises for the Miner’s Memorial Elevator Project. (If approved, adopt Resolution.)
    - C. Change Order No. 3 to increase the contract with Lenci Enterprises for the Miner’s Memorial Elevator Project. (If approved, adopt Resolution.)
    - D. Disposal of soil from Fairview Addition.
    - E. Accept bid to purchase 50 – 300 gallon refuse containers, with lids. (If approved, adopt Resolution.)
    - F. Leave of absence for City employee.
    - G. Increase shop rate for Public Works Department, effective January 1, 2009.
  - 9.2 Buildings/Grounds Committee (November 3, 2008)
    - A. Accept proposal from Nicholas Devich for the purchase of Lot 3, Block 1, Fairview Second Addition. (Resolution to be adopted at 11/25/08 meeting.)
- 10. COMMISSION LIAISON/DEPARTMENT HEAD REPORTS**
  - 10.1
- 11. ADJOURN TO TUESDAY, NOVEMBER 25, 2008, AT 6:30 P.M., COUNCIL CHAMBERS**

9.1

**FINANCE COMMITTEE AS A COMMITTEE OF THE WHOLE**  
**Monday, November 3, 2008 – 9:00 A.M.**  
**Council Chambers, City Hall**

Present: Councillors Littlewolf, Lindberg, Damm, Russo, Ralston, Mayor Peterson - 6  
Absent: Councillor Baribeau - 1

Also Present: Tom Butorac, City Attorney; Bill Hennis, Lead Engineer; John Bachman, Park/Recreation Director; Ron Lackner, City Clerk/Finance Director; John Tourville, City Operations Director; Rick Puhek, City Assessor; Ed Alto, Team Coordinator; St. Paul's reps – Marlene Munig, Lois Roskoski, Deputy City Clerk; Karl Rother, Mesabi Humane Society; Jim Currie, Virginia Community & Lakes Committee; Nancy Maxwell, Library Director; Dana Waldron, Police Chief

Marlene Munig, St. Paul's Episcopal Church, stated the church is requesting the City to endorse their project to acquire and demolish the two vacant and blighted properties that adjoin their church. Lead Engineer Hennis stated the Iron Range Resources Demolition Program is available at a cost of \$8,000 per structure and the costs could be reduced if they obtain volunteers to help with the demolition.

Ms. Munig stated the owners of both properties are willing to turn the properties over to the church, but the church is concerned about the liability issue if they acquire the land prior to demolition of the buildings. Carol Nelson stated the buildings are not secured and people are trespassing on the properties and it is a dangerous situation. City Attorney Butorac stated it is the owners responsible to secure the building.

It was recommendation of the committee that the church check with their insurance carrier to determine if they could insure the adjoining properties under their policy and to find volunteers to help with the asbestos abatement, disconnection of utilities and the demolition to reduce the costs. The owner of each property, or their attorney, will contact the City Assessor to review the property valuation.

Karl Rother, Mesabi Humane Society, reviewed the contributions that are received from the others communities for animal control. Discussion was held on the contribution from the City of Virginia, which is approximately half of the total amount received from the Iron Range area for animal control. The committee recommended inviting Commissioner Nelson to a future meeting to discuss St. Louis County's contribution to the Mesabi Humane Society. Discussion was held on the purchase of a scanner to be used by the Police Department to read the microchips in animals.

Moved by Russo and supported to table the increase in the animal contract with the Mesabi Humane Society, to send a letter from the Mayor to the cities of Chisholm and Gilbert regarding their non-contribution for animal control and to request Keith Nelson, St. Louis County Commissioner, to attend the next meeting to discuss St. Louis County's contribution to the Mesabi Humane Society. Motion carried.

Jim Currie, Virginia Community & Lakes Committee, requested that the City donate the paver bricks that are being stored at the City Garage that match the bricks in the Bess Metsa Garden.

**A.** Moved by Peterson and supported to donate the paver bricks located at the City Garage to the Bess Metsa Garden. Motion carried.

Lead Engineer Hennis reviewed two change orders for the Miners Memorial Elevator Project.

**Moved by Peterson and supported to approve the following Change Orders for the Miners**

**Memorial Elevator Project:**

- B.** 1) **Change Order No. 2 to increase the contract with Lenci Enterprises, by the amount of \$1,830.00.**
- C.** 2) **Change Order No. 3 to increase the contract with Lenci Enterprises, by the amount of \$16,522.00.**

**Motion carried, with Councillor Ralston abstaining.**

Lead Engineer Hennis stated the Minnesota Pollution Control Agency is requiring the City to move the contaminated materials from the Fairview Phase III project. The soils are currently being stored on City property north of the golf course. Lead Engineer Hennis reviewed the quote for the City to farm the material, at a cost of \$171,749.00. A quote was also received to haul the soil to another compost site, at a cost of \$170,000.00. With the price of gas declining, the Engineering Department will obtain additional proposals to truck the contaminated soil to a compost site.

**D.** **Moved by Ralston and supported to authorize the Engineering Department to obtain additional proposals to truck the contaminated soil from the Fairview Phase III project to a compost site and to award the contract to the lowest bidder. Motion carried.**

**E.** **Moved by Russo and supported to accept the bid from Rotonics Manufacturing, Inc., in the total amount of \$14,750.00, to purchase fifty 300 gallon refuse containers with lids. Motion carried.**

**F.** **Moved by Russo and supported to approve a six month leave of absence for Sherry Wiitala, Library employee, effective November 17, 2008. Motion carried.**

Ed Alto, Public Works Team Coordinator, reviewed the proposed 2009 budget for the Public Works Department. It was decided to keep the current sidewalk plow for this winter and consider replacement in the year 2010, if the City continues to plow sidewalks. Capital purchases for the 2009 include: 1) New sign machine; 2) Two new controllers for the traffic signals on Chestnut Street; 3) Replacement of a box for the 1991 dump truck. The replacement of the sander box was moved to the year 2010, when both the sander and truck can be replaced at the same time.

**G.** **Moved by Littlewolf and supported to increase the shop rate at the Public Works Department from \$45/hour to \$55/hour, effective January 1, 2009. Motion carried.**

City Clerk/Finance Director Lackner reviewed the capital purchases for the Engineering Department for the year 2009, which included computer upgrades and an aerial photo of the City.

City Operations Director Tourville requested the City Council to consider a hiring freeze for all departments, with the exception of public safety, until the 2009 local government aid is confirmed. It was the consensus of the committee that a hiring freeze is not a good policy and that all hiring will be taken on a case by case basis.

Meeting was closed at 10:45 A.M. to go into a closed session to discuss negotiations on an economic development project. Meeting was reopened at 11:50 A.M.

No further action was taken and the meeting was adjourned.

COUNCIL CHAMBERS

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9.1 E.

Resolution No.

City of Virginia, Minnesota, November 12, 20087

Resolution approving purchase of refuse containers from Rotonics Manufacturing, Inc.

Resolved by the City Council of the City of Virginia, that

**WHEREAS, the Public Works Department obtained quotes for the purchase of fifty 300 gallon refuse containers, with lids; and**

**WHEREAS, Rotonics, Inc., submitted the low quote, in the amount of \$14,750.00, for the purchase of fifty 300-gallon refuse containers, with lids,**

**NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk/Finance Director be allowed to enter into an agreement, on behalf of the City of Virginia, with Rotonics Manufacturing, Inc., in the amount of \$14,750.00, for the purchase of said refuse containers.**

Moved by Councillor      supported by Councillor      that the above resolution be adopted.

Ayes:

Nays:

9.2

**BUILDINGS/GROUNDS COMMITTEE**  
**Monday, November 3, 2008 – 10:50 A.M.**  
**Council Chambers, City Hall**

Present: Councillors Ralston, Damm, Littlewolf – 3  
Absent: None

Also Present: Councillors Russo, Lindberg; Mayor Peterson; John Bachman, Park/Recreation Director; Rick Puhek, City Assessor; Pat Lenci, Virginia Study Club; Lois Roskoski, Deputy City Clerk; Ron Lackner, City Clerk/Finance Director; Tom Butorac, City Attorney; John Tourville, City Operations Director

Peter Bertucci stated he has listed the former Culligan Building with a realtor and is willing to sell it to the City for \$90,000. The committee will take the proposal under advisement and talk with City staff prior to making a recommendation.

**Moved by Damm and supported to accept the proposal from Nicholas S. Devich, in the amount of \$15,000.00, for the purchase of Lot 3, Block 1, Fairview Second Addition, with the final resolution to be adopted at the November 25<sup>th</sup> council meeting. Motion carried.**

Pat Lenci, Virginia Study Club, requested that the City place additional lighting for the Flags of Nations display, due to vandalism. Park/Recreation Director Bachman will obtain cost estimates for additional lighting and bring back a recommendation to the committee.

Park/Recreation Director Bachman will submit a letter to the Minnesota Historical Society requesting them to review the master plan of the Miners Memorial Building.

Moved by Littlewolf and supported to table the contract with building code official and building permit fee structure to the next meeting. Motion carried. Chapters 4 and 11 will be included in the next Buildings/Grounds Committee packet.

Meeting adjourned at 11:05 AM.