

BABBITT CITY COUNCIL  
REGULAR MEETING  
October 17, 2011

The Regular meeting was called to order this date at 6 p.m. by Mayor Anderson.

Present for roll call were Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson. None were absent.

Also present were Clerk-Treasurer Klegstad and City Attorney Brunfelt.

The Pledge of Allegiance was recited.

It was moved by Anderson, supported by Fitzpatrick, to authorize the following additions to the agenda:

- a) Quote from C & C Winger to remove and replace 4'x71' concrete sidewalk, including seeding and mulching of disturbed areas on Glen Circle
- b) Zak Radzak, conclude contract negotiations for Teamsters No. 346
- c) Cable Franchise Agreement with Lake County

Motion declared carried.

It was moved by Lassi, supported by Fitzpatrick, to approve the consent agenda as follows:

- a) Approve minutes of Regular meeting of October 3, 2011
- b) Approve all bills and payrolls as audited by the Audit Committee with the exception of the Vermilion Sanitation bill and item one on the Quartermaster invoice
- c) Overtime report
- d) Correspondence: Teamsters 320 – Unit Clarification Order
- e) Summary of City Funds as of September 30, 2011

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson

Nays: None

Absent: None

Motion declared carried.

After researching the Music Licensing agreement proposed to the City of Babbitt with the League of Minnesota Cities, Attorney Brunfelt recommended the City not take action at this time.

It was moved by Anderson, supported by Lassi, to refer the offer from Timothy Runquist for full time ambulance service to the Public Safety Committee.

Motion declared carried.

**RESOLUTION 2011-11**  
**CITY OF BABBITT**  
**SIGN RETROREFLECTIVITY EVALUATION**  
**AND MAINTENANCE POLICY**

**1. Introduction**

The Manual of Uniform Traffic Control Devices (MUTCD) published by the US Department of Transportation (FHWA), set standards for basic principles of traffic signs to promote safety on public roads and establishes uniform standards.

Recently adopted language requires all agencies that maintain roadways open to public travel to adopt a sign maintenance program to maintain traffic sign retroreflectivity at or above specific levels. "Retroreflectivity" describes how light is reflected from a surface and returned to its original source.

Improvements to nighttime visibility of traffic signs will help drivers better navigate roads at night and thus promote safety and mobility. Improvements in sign visibility will also help older drivers whose visual capabilities may be declining.

The MN MUTCD requires the City to establish an assessment or management method that is designed to meet federal standards. The assessment or management method must be established by January 22, 2012.

Retroreflective properties of all sign sheeting materials degrade over time making signs progressively less visible at night. Environmental conditions can cause a lot of retroreflective performance as well as damage due to vandalism, thus, losing their effectiveness in communicating regulatory, warning and guidance messages, especially at night. To maintain nighttime effectiveness, signs must be replaced before they reach the end of their useful life.

By January 22, 2015, the City must comply with the new retroreflectivity requirements for all regulatory signs (STOP and speed limit signs), yellow “warning” signs and green/white “guide” signs.

By January 22, 2018, the City must comply with the requirements for all street name signs.

## **2. Purpose**

The purpose of this policy is to establish how the City will implement a management and assessment method to meet the MN MUTCD sign retroreflectivity requirements. The goal is to improve safety on the City’s streets and roads.

## **3. Applicable Signs**

This policy applies to all traffic signs in the City with the exception of:

- a. Stop signs at MnDOT controlled intersections
- b. Specific signs installed by others (MnDOT, transit agencies and private signs as agreed upon by the City of Babbitt
- c. Signs along county highways, within MnDOT right-of-way
- d. Bike path and other pedestrian-control signs not pertaining to vehicle traffic installed by government agencies other than the City.
- e. Signs on approaches to City streets installed by private business and/or property owners.

## **4. Approved Management Method**

After reviewing management methods proposed for sign maintenance, the City of Babbitt has approved a combination of two methods:

- a) BLANKET REPLACEMENT. After taking a complete inventory of all signs in the City, sign replacements with all regulatory, warning and guide signs to begin January 22, 2015.
- b) All signs in the City of a given type are replaced at specified intervals. This eliminates the need to assess retroreflectivity or track the life of individual signs. The replacement interval is based on the expected sign life for the shortest-life material used in the City or a given sign type. The current replacement interval is 10 years.

## **5. Inspection and Replacement**

The Maintenance Supervisor shall establish procedures for regular inspection of signs. Those procedures will include an inspection survey, regular inspections and criteria for determining whether a particular sign condition is in need of replacement.

- a) Procedures
  - i. All signs will be inspected on an annual basis.

- ii. Any sign that has been vandalized will be changed immediately after notification or during the inspection period
- iii. Signs/posts that are either leaning or bent will be changed immediately after notification or during the inspection period.
- iv. Any changes to signs will be documented in the maintenance log.

#### **6. Miscellaneous Sign Practices**

- a. Staff is not directly on-call after normal working hours. Contact city hall office for repairs needed or in case of emergency replacement.
- b. Training is provided to ensure staff can perform maintenance duties in an efficient and responsible manner. Training shall consist of, at a minimum, appropriate signing and traffic control seminars (when available and funding available through budget), training videos or website trainings and as appropriate and available.
- c. Unauthorized signs will be removed by City from city right of way.

#### **7. Review and Modification of Policy:**

The Council may modify or clarify this policy at any time. Where the Council has delegated responsibility or authority to any City employee or official for development or implementation of any portion of this policy, that employee or official shall have full authority to modify that portion of the policy at any time.

#### **8. Review of Policy:**

The City Clerk-Treasurer will keep on file comments and complaints received regarding this policy. The policy will be reviewed periodically. Any review will consider comments and complaints since the last review and any other factors affecting the policy or its implementation.

#### **9. Effective Date of Policy:**

This policy shall be effective by City Council Resolution No. 2011-11 on October 17, 2011. Modifications of the policy shall be effective on the date said modifications are approved by City Council resolution or the date the City employee or official (with authority granted by the City Council) has approved the policy modification or change.

It was moved by Marinaro, supported by Anderson, to adopt Resolution No. 2011-11 as written.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

It was moved by Marinaro, supported by Anderson, to approve the quote from C & C Winger to remove and replace a 4'x71' section of concrete, including seeding and mulching of disturbed areas on Glen Circle at a cost of \$3,638.00.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

It was moved by Anderson, supported by Lassi, to approve and authorize signatures on the Babbitt Ice Arena contract with Kevin Orcutt, with changes as recommended by Attorney Brunfelt.

Ayes: Councilors Fitzpatrick, Hoheisel, Lassi, and Mayor Anderson  
Nays: None  
Abstain: Councilor Marinaro

Motion declared carried.

It was moved by Anderson, supported by Marinaro, to approve signatures on a work study agreement from Vermilion Community College for Jacob McNabb.

Motion declared carried (Councilor Hoheisel opposing).

It was moved by Anderson, supported by Marinaro, to send the mural artwork proposed by the NE Range School art teacher back to the Recreation Advisory Board for their review and recommendation for location.

Motion declared carried.

Councilor Lassi informed the Council that the Planning Commission felt the City has land available west of the softball field for the Northwoods Saddle Club should they decide to lease a five to ten acre parcel for up to five years to relocate their club.

The Minnesota Department of Public Safety denied the request for a Deputy Registrar office in Babbitt.

The Northeast Middle Mile Fiber Project broadband infrastructure project was received as information.

**RESOLUTION NO. 2011-10  
CITY OF BABBITT MINNESOTA  
ACCEPTING WORK FOR SOUTHEAST STREET AND UTILITY IMPROVEMENTS**

STATE OF MINNESOTA}  
COUNTY OF St. Louis}  
CITY OF Babbitt)

WHEREAS, pursuant to a written contract signed with the City on January 20, 2011, Utility Systems of America, Inc., of Eveleth, MN has satisfactorily completed the improvement of the Southeast Street and Utility Improvements in accordance with such contract.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BABBITT, MINNESOTA, The work completed under said contract is hereby accepted and approved and,

BE IT FURTHER RESOLVED, That the City Clerk-Treasurer and Mayor are hereby directed to issue a proper order for the final payment on such contract, taking the Contractor's receipt in full.

It was moved by Marinaro, supported by Fitzpatrick, to approve and adopt this resolution on the 17<sup>th</sup> day of October, 2011.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

It was moved by Anderson, supported by Hoheisel, to authorize the Final Pay Request No. 3 to Utility Systems of America in the amount of \$70,890.84 with the stipulation that the check be held until approval of the Street Supervisor and Public Utilities Superintendent.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

The sale of the Cottonwood lot adjacent to John Kramer's property was discussed and approved at a cost of \$4,300 plus legal and surveying fees. Councilor Lassi informed Mr. Kramer of the process to apply for a conditional use permit if he wishes to utilize the area to be submitted to the Planning Commission for approval and rezoning. Mr. Kramer thanked the Council for removing the huge dirt pile and for their consideration.

The School/City land swap will be discussed at a Study Session of the ISD #2142 School Board on October 24<sup>th</sup>.

The Community Development Block Grant (CDBG) survey showed the City of Babbitt meets the low to moderate income guidelines to qualify for grants until the next census in 10 years.

**RESOLUTION NO. 2011-13  
CITY OF BABBITT, MINNESOTA  
RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK-TREASURER  
TO MAKE APPLICATION TO THE IRRRB PUBLIC WORKS (FY12) GRANT PROGRAM  
FOR SPECTRUM BABBITT ASSISTED LIVING FACILITY**

**WHEREAS**, the City Council approves of the above application because it supports community and economic development.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of Babbitt, Minnesota, does hereby adopt this resolution.

It was moved by Fitzpatrick, supported by Hoheisel, to duly pass and adopt this resolution the 17<sup>th</sup> day of October, 2011.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

**RESOLUTION NO. 2011-12  
AUTHORIZING THE CITY OF BABBITT TO MAKE APPLICATION TO THE IRRRB PUBLIC WORKS (FY12)  
GRANT PROGRAM FOR FIRE PROTECTION AND WATER MAIN IMPROVEMENTS**

**WHEREAS THE** City Council of the City of Babbitt approves the above application because it supports community and economic development.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Babbitt, Minnesota does hereby adopt this resolution.

It was moved by Lassi, supported by Fitzpatrick, to adopt the above motion:

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Whereupon said Resolution No. 2011-12 was declared duly passed and adopted this 17th day of October, 2011.

Motion declared carried.

Mayor Anderson thanked staff for the quick and thorough work on this grant.

After discussion, it was moved by Hoheisel, supported by Lassi, to order 20 new lightweight 30"x8' tables to be used exclusively in the Municipal Center with the money coming from the City Facilities Fund; further to discontinue the policy of renting out tables and chairs as previously done for rummage sales, parties, etc.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

It was moved by Hoheisel, supported by Anderson, to authorize the purchase of two new computers and setup for City Hall staff with the costs coming out of the Office Equipment Fund. Staff was directed to send a memo to City Departments inquiring if they could use the old computers.

Ayes: Councilors Fitzpatrick, Hoheisel, Marinaro, Lassi, and Mayor Anderson  
Nays: None  
Absent: None

Motion declared carried.

During the public input session, Virginia Schanlaub complimented the wonderful job done on the City of Babbitt welcome sign. Staff was directed to send Cindy Fitzpatrick a letter of appreciation for her work.

The meeting was recessed at 7:15 p.m.

The meeting was reconvened at 7:50 p.m.

It was moved by Anderson, supported by Hoheisel, to go into closed session to discuss Union 346 negotiating strategy.

Motion declared carried.

The meeting was re-opened at 7:55 p.m.

It was moved by Hoheisel, supported by Lassi, to adjourn the meeting at 7:56 p.m.

Motion declared carried.

Respectfully submitted,

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Cathy A. Klegstad, Clerk-Treasurer

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Wendy F. Schlueter, Minute Recorder

Attest:

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Glenn A. Anderson, Mayor