

**City of Nashwauk
July 22, 2025
City Council Meeting**

Mayor Heyblom called the meeting to order at 5:30 p.m. in the Council Chambers of City Hall. Mayor Heyblom led the Pledge of Allegiance.

Members present: Councilor David Bruns, Councilor Tom Martire, Councilor Sheila Jensen, Councilor Terry Sullivan, Mayor Greg Heyblom.

Members absent: None.

Also present: Administrator/Clerk April Kurtcock, Police Chief Lee Longoria, Public Works & Utilities Lead Jason Martire, Fire Chief Joe Martire.

Public Comment

Steve Baldwin, 3rd Street resident, was present to request improvements to the alley behind his house and city hall, as there were sections of the alley with more than 12" drops. He indicated that he had experienced damage to his vehicle and requested something be done for repairs. Mayor Heyblom said the Council had discussed a quote for blacktop replacement but elected to consider budgeting for it through the next year. The Council agreed to fill the holes in the road.

Adoption of Agenda

*Motion by Councilor Bruns, seconded by Councilor Martire to adopt the agenda of the July 22, 2025, City Council Meeting.

Ayes: all present. Motion carried.

Notable Items

Beautification Committee member Vickie Harrington asked if the water tank for watering flowers was usable and then requested something to haul it with so the flowers could be watered. Councilor Martire said that the Council was going to consider the purchase of a side-by-side as an expense for the next year, which could be used to haul the water tank and be used at the sewer ponds while spraying for weeds. Harrington also thanked whoever painted the pavilion at the Veterans Park during Day of Action. Additionally, she requested that the floor in the Legion Room be redone. She also suggested a rental fee be established for the use of the Legion Room with cleaning requirements. Mayor Heyblom said the cleaning of the building needs to be a general maintenance item for the Street Department. Councilor Jensen shared the fees established by the City of Coleraine for residents versus non-residents. Councilor Sullivan questioned why the Council would establish a fee when they are always approving waiving of rental fees. No action would be taken today but it would be considered at a future meeting. Council requested that the work crew redo the floors in the Legion Room.

Approval of Consent Agenda

*Motion by Councilor Sullivan, seconded by Councilor Bruns to approve the consent agenda as follows:

- a. Approve the minutes of the July 8, 2025, City Council meeting.
- b. Approve claim register #7222025 Claim 1 in the amount of \$212,409.10.

Ayes: all present. Motion carried.

Unfinished Business

Small Cities Development Program

Administrator/Clerk Kurtock stated that an extension request was submitted for the Small Cities Development grant, which would extend the grant through September 2026.

East Itasca Joint Sewer Board Update

Councilor Martire provided an update from the last meeting. Lone Pine Township will put the project to a vote before the project is committed to for connecting to the wastewater system.

Building Discussion

The Council discussed the various city projects, which included the public works building, public safety building, renovation of the old school, and 3rd Street. Councilor Bruns said he struggled with the thought of taking over a portion of the old school for a community center and its associated expenses because the taxpayers passed the ISD 319 referendum for the community center/wellness center. Mayor Heyblom asked for the Council to collect their thoughts on the projects and then they will discuss and prioritize at the next meeting.

Hazardous Buildings

No quotes were received from the asbestos abatement companies, but one did indicate a quote would be submitted soon.

Community Development Request

*Motion by Councilor Jensen, seconded by Councilor Bruns to approve the addition to the July 2025 Community Development request by adding a request that the remaining funds be used toward the purchase of monitoring cameras. Alternately, if the July project is rejected, approving the July funds to be used toward the 4th Street Playground upgrades.

Ayes: all present. Motion carried.

New Business

Customer Service Window

*Motion by Councilor Bruns, seconded by Councilor Jensen to approve the proposal from Mesabi Glass, Window & Door to install tempered glass panel with a stainless-steel speaker cover at the customer service window in the amount of \$2,125.

Ayes: all present. Motion carried.

Councilor Bruns asked about the door lock system for the clerk's office and asked for an installation quote.

Rec Center Fee

*Motion by Councilor Martire, seconded by Councilor Sullivan to approve the request from VFW 5516 Keewatin to waive the rental fee of the Rec Center on September 13, 2025.

Ayes: all present. motion carried.

Ordinance 2025-06 Zoning Code

*Motion by Councilor Jensen, seconded by Councilor Sullivan to approve Ordinance No. 2025-06 an ordinance of the City of Nashwauk, MN, amending Nashwauk City Ordinance Chapter 152 Entitled "Zoning Code" and adopting by reference Nashwauk City Ordinances Chapter 10 General Provisions, section 10.99 General Penalty, which among other things, contains penalty provisions; further, certifying the Official Zoning Map.

Ayes: all present. Motion carried.

Department & Committee Reports & Requests

Ambulance Service

Administrator/Clerk Kurtz stated that a request was submitted to the Minnesota Office of EMS that ownership of the ambulance service license be transferred to North Memorial Ambulance effective 12:00 a.m. on September 3, 2025.

Also, North Memorial had started on-boarding the Nashwauk EMS employees. They would be doing two 3-day training sessions in Minneapolis, which created staffing shortages for the service. Therefore, North Memorial had pulled in their own staff to cover on certain days when Nashwauk staff could not. There would be a few days fully covered by North Memorial staff and a few days when it was one North Memorial employee and one Nashwauk employee.

Fire Department

Fire Chief Martire asked about the arrangement with North Memorial taking over the ambulance service and who would be responsible for expenses like toiletries. He asked if the expenses would need to be built into the other department's 2026 budgets. He also asked who would be in charge of cleaning the building and bathroom cleaning duties. Mayor Heyblom said the expenses are city expenses and it might go through the department's budgets, but it is overall a part of the city budget.

Street Department

Public Works & Utilities Lead Jason Martire shared a proposal for upgrades to the 4th Street Playground. He shared a few compliance issues with the existing equipment. Also, the pea rock was not ADA compliant and would be replaced with a wood-grain fiber. The two basketball hoops would be removed and the court would be repositioned with a half-court toward the east side. Additionally, Martire said he would be looking at re-blacktopping after the fence was removed. He indicated the street department would help with the installation of the new equipment to keep costs down. This was a proposal at this time and Council could provide input before the final proposal.

Fence Quote

*Motion by Councilor Martire, seconded by Councilor Bruns to approve the quote from Iron Oakes Fencing for installation of a fence around the playground in the amount of \$10,700.

Ayes: all present. Motion carried.

Grader Purchase

*Motion by Councilor Bruns, seconded by Councilor Martire to approve the purchase of a 2009 672G John Deere Grader from Itasca County in the amount of \$34,000.

Ayes: all present. Motion carried.

Public Works & Utilities Lead Martire shared that the flagpole brackets were ordered, but the company sent the flowerpot holders instead. Instead of taking them back, the company told us to keep them, so both the flowerpot holders and the flagpole brackets were installed on the Central Avenue poles.

Personnel Committee Recommendations

*Motion by Councilor Bruns, seconded by Councilor Martire to accept the resignation of Amber Goss as Deputy Clerk effective August 7, 2025.

Ayes: all present. Motion carried.

*Motion by Councilor Sullivan, seconded by Councilor Jensen to approve the updated job description for Deputy Clerk and approve posting for the position.

Ayes: all present. Motion carried.

*Motion by Councilor Bruns, seconded by Councilor Sullivan to approve engagement with a temp service to provide coverage for the office during the Deputy Clerk vacancy.

Ayes: all present. Motion carried.

*Motion by Councilor Jensen, seconded by Councilor Bruns to approve Amber Goss to train the newly hired Deputy Clerk as her schedule allows subsequent to her resignation date. Paid hourly at the Deputy Clerk rate of pay with an estimated 2-3 hours per week for up to 90 days.

Ayes: all present. Motion carried.

*Motion by Councilor Jensen, seconded by Councilor Jensen to approve the job description for Administrative Assistance and approve posting for the position as part-time, up to 20 hours per week, rate of pay \$17-\$20 DOQ.

Ayes: all present. Motion carried.

Mayor and Council Updates

As follow-up from the previous meeting when storm sewer issues were discussed, Mayor Heyblom said he discussed the ditch south of the city that was on Mesabi Metallics property with the company and they removed the beaver dam and cleaned up the mess, which should help with issues in that area.

Councilor Sullivan wanted to discuss the school district's recent actions. He referenced that they approved a resolution to close the old school buildings but pulled language related to transferring property to the cities of Nashwauk and Keewatin. Then a correction was published, that stated it was inaccurately reported that the NK School Board eliminated a clause transferring the Keewatin Elementary School property to the City of Keewatin. In the following Scenic Range paper, the Superintendent drafted a letter to the editor stating that the property transfer language was removed from the resolution that addressed property transfer to both the cities of Keewatin and Nashwauk. The reason for pulling the language was because of an absence of formal written documentation. Councilor Sullivan said the city did send written correspondence. City Administrator/Clerk Kurtz said IRRRB had confirmed that if demolition funds are used, the property is to be conveyed to the cities of Nashwauk and Keewatin. The council discussed the wellness center and its use by the public.

Councilor Martire asked Chief Longoria about blight, parking on sidewalks, and trailers parking over the sidewalks. Chief Longoria encouraged the Councilors to refer people with complaints directly to him.

Adjourn

The meeting was adjourned at 6:48 p.m.

City Administrator/Clerk/Treasurer