



CITY OF TOWER
Special City Council Meeting Minutes
Tower Civic Center

March 16, 2020

1. Call to Order

Orlyn Kringstad called the Tower City Council meeting to order at 5:25 pm.

2. Roll Call

Present (in order of seating): Councilor Sheldon Majerle, Councilor Rachel Beldo, Mayor Orlyn Kringstad, Councilor Mary Shedd

Absent: Councilor David Setterberg

Staff present: interim co-Ambulance Director Josh Villebrun, interim co-Ambulance Director Dena Suihkonen, and Clerk/Treasurer Victoria Ranua, EMT Tammie Dowden, EMT/Firefighter Dean Dowden

3. Unfinished Business

3.1 Infrastructure, Resolution 2020-0XX Bonding Bill

A motion by Beldo to approve Resolution 2020-019 authorizing the application for Minnesota Public Facilities for the City of Tower Water Main and Tower Breitung Wasterwater Board Water Treatment Facility Upgrades. Second by Majerle. Motion passed unanimously.

3.2 Covid-19 Response: EMS workers, City Buildings

Information verbally presented on actions taken internally since the Governor declared a peacetime state of emergency on March 13, 2020. Inventory of existing PPE following EMSRB recommendation and efforts to obtain additional PPE. Civic Center renters are self-canceling events.

3.3 Fire Department

3.3.1 Resignations

A motion by Shedd to accept the resignation of Stephanie Carlson (Britt, MN), Josh Carlson, Lance Dougherty, Brad Matich, Bobby Anderson, Jesse Gornick from the Fire Department and send them a letter of thanks for their service. Second by Beldo. Motion passed unanimously.

3.3.2 Interim Officers

A motion by Beldo to delegate the appointment of interim officers to Mayor Kringstad and Clerk/Treasurer Ranua. Second by Shedd. Motion passed unanimously.

3.3.3 Applicants

Clerk/Treasurer Ranua shared that there have been five applicants but that the application on file with the Clerk's office contained problematic questions and should be updated. There are no interim officers available to review the applicants and determine if they are viable candidates for the Fire Department.

3.3.4 Posting of Positions

A motion by Beldo to work on new job description [of vacant positions] and amend a necessary. Second by Shedd. Motion passed unanimously.

3.3.5 Emergent issues, if any

A motion by Beldo to approve getting bids for a Fire Hall electronic entry keypad. Second by Majerle. Motion passed unanimously.

3.3 Ambulance Service

1.1.1 Resignations

A motion by Beldo to accept resignation of Robert Dicastmirro from the Ambulance Department and send him a letter of thanks for his service. Second by Shedd. Motion passed unanimously.

1.1.2 Interim Officers

A motion by Shedd to accept both Josh Villebrun and Dena Suihkonen as co-interim Ambulance Director. Pay will be an equal split of the combined Ambulance Director and 1st Assistant Ambulance Director salaries. Second by Beldo. Motion passed unanimously.

1.1.3 Posting of Positions

A motion to establish a sub-committee of the co-interim directors (Villebrun and Suihkonen), the City ambulance commission member (Beldo), and the Clerk/Treasurer (Ranua) to review job descriptions of Ambulance Personal [for future posting]. Second by Beldo. Motion passed unanimously.

1.1.4 Emergent issues, if any

The owners of the rented Ambulance paid-on-call staff house have indicated that they intend to sell their house and that they would like the City to vacate by April 12, 2010. A motion by Beldo to explore alternative temporary housing for the paid-on-call staff. Second by Shedd. Motion passed unanimously.

4. Adjourn

Motion to adjourn by Shedd.

Respectfully submitted,



Victoria Ranua
Clerk/Treasurer

Approved by Council on: Monday, May 11, 2020