

CITY COUNCIL MEETING
Tuesday, September 21, 2010

CITY COUNCIL PRESENT: Bob Craggs, Richard Glasgow, Peg Larsen, Brian Zeller
STAFF PRESENT: Jim Gilles, Tom Niedzwiecki, Amy Schmidt, Chris Wallberg
OTHERS PRESENT: Bruce Lenzen, Chris White

1. **CALL TO ORDER** by Mayor Zeller at 7:01 p.m.

2. **PLEDGE OF ALLEGIANCE** was said.

3. SUMMARY OF AUGUST 17, 2010 CLOSED SESSION

Amy Schmidt, City Attorney, provided update and answered questions at the August 17, 2010 Closed Session; City Council met to discuss ongoing litigation involving the City and Breyfogle.

4. CONSENT AGENDA – Craggs requested Consent Agenda Item E pulled. **M/S/P (Craggs/Glasgow) to approve Consent Agenda Items A-D, F and G. Craggs, Glasgow, Larsen, and Zeller voted aye. Motion approved.**

A. Minutes of the August 17, 2010 Regular City Council meeting

B. Treasurer's Report

C. Bills to be Approved

D. Resolution suspending the application of boat trailer parking regulations for Saturday, September 25, 2010 for Beanie's River Rats Fishing Contest

F. Washington County Agreement for Assessment Services

G. Payment to Allied Blacktop in the amount of \$70,411.82 for 2010 Street Maintenance/Seal Coating

Consent Agenda Item E. Craggs referred to Consultant Agreement with Mark Nagel, Item 5 (Compensation and Benefits) and *Additional hours of service over the monthly retainer will be billed at \$35 per hour, with the prior approval of the Mayor or designee*; suggested additional hours of service over the monthly retainer amount include prior approval by email or in writing. Nagel submits his written record of hours worked on a monthly basis. **M/S/P (Craggs/Glasgow) to approve Consent Agenda Item E.** Larsen reiterated that the City needs a consultant, but during these tight times, additional hours might not be needed. Zeller noted handful of community grant opportunities; at end of year more than pays for Consultant's salary; called question. **Craggs, Glasgow, Larsen, and Zeller voted aye. Item E approved.**

E. Government Affairs Consultant Contract

5. LAW ENFORCEMENT REPORT

In Livingston's absence, Wallberg reported 112 calls for service, 19 citations issued, and 6,852 hours driven during the month of August 2010.

5a. PETITIONS TO THE COUNCIL (added to Agenda by Mayor)

Mayor Zeller welcomed Bruce Lenzen who was present for discussion on stop work order placed on Jim Space project and need for grading and filling permit; he removed concrete and sidewalk in front of residence to replace and subsequently some material was moved around the house; Space would like to increase the size and footage of driveway sometime in the future but hopes to repair and maintain it at present. Zeller allowed there is a process followed in the City when property is in flood plain and River District; this needs to be reviewed by the MSCWMO, DNR, and City Engineer resulting in a cumbersome process; City will need survey to begin process.

6. PERSONNEL COMMITTEE UPDATE

Amy Schmidt, City Attorney, provided update of Personnel Committee; have had two meetings focusing on establishing role of committee and function going forward; multipurpose group addressing personnel concerns and evaluations; attempting to get format completed to review employees on a consistent basis; no new meeting scheduled, but once they establish the process and forms to be used, will be ready to implement each step in the review process. In answer to Craggs' question how review and approval of some of the changes would be incorporated, Schmidt responded the Personnel Committee will make recommendations to the CC and the CC will take any action required. Zeller noted the Committee has provided a steady stream of information to the CC and should be a regular monthly agenda item. Larsen provided Personnel Committee is open to any recommendations; no new meetings scheduled at present.

M/S/P (Larsen/Craggs) to schedule Truth in Taxation Public Hearing for the Final 2011 Budget & Levy at 7 p.m. on December 14. Craggs, Glasgow, Larsen, and Zeller voted aye. Motion passed.

M/S/P (Larsen/Zeller) to schedule the yearly Christmas/Holiday Party Open House from 5 to 7 p.m. prior to the regular monthly City Council meeting. Craggs, Glasgow, Larsen, and Zeller voted aye.

M/S/P (Larsen/Craggs) to authorize funds, not to exceed \$100, for Christmas Party/Holiday Open House refreshments. Zeller will work with Wallberg regarding refreshments. **Craggs, Glasgow, Larsen, and Zeller voted aye. Motion passed.**

9. CITY STAFF REPORTS

Attorney

Property currently in foreclosure has construction material and debris in the City right of way; needs to be cleaned up as City Engineer advised it is in basin; letters have been sent to property owners by both attorney and City to remove with no response; cost for cleanup can be added to property tax - waiting to hear back on cost of removal. **M/S/P (Zeller/Larsen) for Staff and the City to move forward with the cleanup efforts of the property going through foreclosure, not to exceed \$3,000. Craggs, Glasgow, Larsen, and Zeller voted aye. Motion passed.**

City Clerk

- Has been advised there are 10-12 Eagle Scout candidates working toward their Eagle badges in the next couple of years; candidates must complete all aspects of project including fundraising; informational to CC for City projects. Zeller brought up Parks and Recreational National Convention/Exhibition that will be held in Minneapolis; suggested Craggs might want to attend.
- Survey received from the office of Auditor that both she and the Council members are asked to complete online.
- Call from Salvation Army for permission to pursue all businesses and churches in the area to place Salvation Army boxes. Zeller would be in favor of it, but would like courtesy update where they are putting them. **M/S/P Zeller/Larsen) to allow administrative amendment of Conditional Use Permits to allow donation boxes at City businesses as long as CUP meets ordinance requirement. Craggs, Glasgow, Larsen, and Zeller voted aye. Motion passed.**

Public Works

2011 Streets Project – City Engineer and he have been working on project that includes Quixote Avenue North (from Upper 3rd Street North to 6th Street North) and as alternates 4th Street North (from CSAH 18 to Quixote Avenue North).

Plant One Maintenance

Received approval last month for maintenance to Plant 1 but installation of variable frequency drive (VFD) tabled; cost analysis shows possible savings would be about \$1,264 annually with a payback over five years; funds from Long Term Improvement Fund for Water Department. **M/S/P (Larsen/Craggs) to approve a cost not to exceed \$15,000 to purchase a Variable Frequency Drive for Water Department Plant One, and apply for \$5,000 Xcel rebate. Craggs, Glasgow, Larsen, and Zeller voted aye. Motion passed.**

GA Consultant – no report

Treasurer

Predicting breakeven and preparing detailed report at end of 3rd quarter. Fiscal Disparity discussed. Zeller asked this be additional discussion at Truth in Taxation meeting as amount subject to collection; not recommending any changes right now.

10. COUNCIL MEMBER REPORT/Craggs – Had park meeting Thursday, October 9, to discuss park issues, the beach, and bike path; park improvements and needed improvements summarized, along with erosion at Lakeland Beach; will draw on Nagel for additional support on project scopes and priorities, draw up plan, and present to Council. Zeller recommended Glasgow communicate at next Alliance Meeting a joint application between the 5 communities regarding bike path. Craggs suggested possible consideration from the Lower St. Croix Valley Foundation for funding.

11. COUNCIL MEMBER REPORT/Glasgow

- Concerned on mosquito pond and steep east side as a child could fall into it [drainage pond].
- Alliance will start meeting again this Monday.

12. COUNCIL MEMBER REPORT/Larsen

Lakeland Municipal Water Department was awarded the 2009 Water Fluoridation Quality Award for its consistent and professional adjustment of water fluoride content to the optimum level for oral health for 12 months.

13. COUNCIL MEMBER REPORT/Livingston – absent

14. MAYOR'S REPORT

- No follow up to CSAH 18 Landscaping Update; asked if Lakeland Shores will cooperate in landscaping issue; goal to obtain cost and who will do maintenance; working with the County on couple of options.
- Gateway Corridor continues to meet and have their brand and logo complete, a delegate sent to Washington, and awarded feasibility study. Resolution needs amendment to Joint Powers Agreement to change I-94 to Gateway Corridor; not time sensitive.

- MSCWMO didn't meet last month.

14. ADJOURN – M/S/P (Glasgow/Larsen) to adjourn meeting at 8:24 p.m. Craggs, Glasgow, Larsen, and Zeller voted aye. Meeting adjourned

Brian Zeller, Mayor

Kate Piscitello, Recording Secretary