



CITY COUNCIL MEETING MINUTES
September 18, 2017
7:00pm

1) Call to Order

Mayor Whalen called the meeting to order at 7:00 p.m.

a) Pledge of Allegiance

b) Introductions:

City Council: Mayor Lisa Whalen, Patricia Thoele, Pam Mortenson, Mike Molitor and Shannon Bruce; Staff: City Administrator Michael Barone, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Paul Falls, HR/Communications Coordinator Cassandra Tabor and City Clerk Kris Linquist; Consultants: City Attorney Ron Batty, Kennedy & Graven and City Engineer Paul Hornby, WSB Engineering.

Absent: None

c) Approval of Agenda

Mayor Whalen pulled item 4e) Res. No. 157-17 Adopt the 2015 Minnesota State Fire Code, Including Appendix Chapter D, this item needs to be an Ordinance and add item 6e) Enchanted Lane and Tuxedo Rd Project Discussion.

Motion by Bruce, seconded by Molitor to approve the agenda as amended.

Motion carried 5-0. Absent: None

2) Special Presentations

a) Introduction of Anisha Mueller, Customer Service and Communications Assistant

Tabor introduced Anisha Mueller. Ms. Mueller thanked the council for the employment opportunity.

b) Introduction of Mark Klein, Public Works Maintenance Worker

Tabor introduced Mark Klein. Mr. Klein thanked the council for the employment opportunity.

c) Introduction of Carter Ostlie, Public Works Maintenance Worker

Tabor introduced Carter Ostlie. Mr. Ostlie thanked the council for the employment opportunity.

3) Persons to Be Heard - None

4) Consent Agenda

a) Approve Work Session Meeting Minutes from September 5, 2017

b) Approve Regular Meeting Minutes from September 5, 2017

~~c) Res. No. 155-17 Approve Claims~~

d) Res. No. 156-17 Approve Step Increase or Nick Rettke, Public Works Maintenance Worker

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

~~e) Res. No. 157-17 Adopt the 2015 Minnesota State Fire Code, Including Appendix Chapter D~~

Mortenson requested that item 4c) Approve Claims be removed from the consent agenda.

Motion by Thoele, seconded by Mortenson to approve the consent agenda with the exception of items 4c and 4e.

Motion carried 5-0. Absent: None

4c) Approve Claims

Mortenson questioned the line item for the Irrigation repair for Lisle Park. Hornby commented that Lisle Park has a different type of irrigation system and has a preferred irrigation company that works on it. During the time of the scope for the parking lot, the irrigation portion was taken out of the bid and the preferred vendor took care of the irrigation system.

Molitor suggested to use tracer wires with this irrigation system.

Motion by Mortenson, seconded by Mortenson to approve item 4c) Approve Claims in its entirety.

Motion carried 5-0. Absent: None

5) Public Hearings

a) Temporary One Day On-Sale Liquor License – Northwest Tonka Lions

City Clerk Linquist presented the Staff Report found in the City Council packet dated September 18, 2017. She overviewed the application for a temporary one day liquor license for Northwest Tonka Lions for the Wine Fest Fundraising Event to benefit WeCAN on October 14, 2017 from 5-9 p.m. at the Voyageur Environmental Center.

Mayor Whalen opened the public hearing at 7:15 p.m. There was no one present to speak on the item.

Mayor Whalen closed the public hearing at 7:15 p.m.

Motion by Thoele, seconded by Molitor to approve the Temporary One Day On-Sale Liquor License for the Northwest Tonka Lions for the Wine Fest Fundraising Event to benefit WeCAN on October 14, 2017 from 5-9 p.m. at the Voyageur Environmental Center.

Motion carried 5-0. Absent: None

b) Halstead Drive Project – Assessment Hearing

Hornby presented the Staff Report found in the City Council packet dated September 18, 2017. Highlights included:

- On August 21, 2017 – Council ordered the preparation of the proposed assessments and called for the hearing on the assessments. The amount to be assessed was declared to be \$718,696.96.
- Council directed staff to remove two parcels from the assessment roll, one parcel that was mostly wetlands (Abens) and the other was previously assessed for the Highland Road improvement in 2012 (Ewalt).

- Staff has recommended that an additional four (4) parcels be removed because they are outside the project limits:
 - ♦ Parcel 19 – Dykoski – 7091 Halstead Drive
 - ♦ Parcel 25 – Kucher – Unassigned Address
 - ♦ Parcel 29 – Berg – Unassigned Address
 - ♦ Parcel 36 – Farwell – Unassigned Address
- Properties with direct access to Halstead Drive will be assessed \$14,818.49 per parcel. Properties with indirect access to Halstead Drive will be assessed \$11,113.87.
- The total amount to be assessed as recommended by staff (with the removal of the additional parcels) is \$644,604.31.

Batty reviewed the appeal process.

Mayor Whalen opened the Public Hearing at 7:36 p.m.

Mayor Whalen read a letter submitted by Justin Wulf, 7390 Farmhill Drive, he didn't like the assessment or round-about due to the boat launch traffic.

Doug Ehrreich, 7300 Farmhill Drive, didn't think that Farmhill needs to be repaved.

Ron Froehling, 7360 Farmhill Drive, commented on who the road serves and it is not only the residents. He commented on dust abatement of Halstead Dr. He has concerns about the traffic that is mostly non-residents. He commented on the fairness of the share of assessments.

There was discussion on how a parcel with large acreage is assessed.

Deb Ehrreich, 7300 Farmhill Drive, commented on the round-about and stated her objection of the round-about portion of the project.

Julie Galberg, 7505 Halstead Drive, had concerns about her driveway in comparison with the round-about. She also expressed concern with a bus being able to use the round-about.

Josh Sebasky, 7515 Halstead Drive, had concerns about the payment of the assessment. He also commented that this project should be assessed less than the Game Farm Road project. Grimm clarified that if paid in full within 30 days after the adoption of the assessment, there would be no interest applied. Batty quoted the state statute.

Rick Buss, 3915 Farmhill Circle, concurs with Ron Froehling.

Mayor Whalen closed the Public Hearing at 8:10 p.m.

Mayor Whalen commented that the City can assess a minimum of twenty (20) percent per state statute. She suggested lowering the assessment to \$13,500 for Halstead and \$9,500 for Farmhill and the City would pay for the round-about. This amount would be similar to what was assessed on the Game Farm Road project. Grimm stated that it would be \$10,125 for Farmhill which would reflect 75% of the \$13,500.

Molitor questioned what that would do to the overall number. Grimm commented that the difference of the assessment amounts would be put in the levy for the project and all city taxpayers would be paying for that portion.

Bruce commented that maybe the assessment policy needs modification to address larger parcels. Batty overviewed deferral of assessments.

Thoele commented that she likes that the City would incur the round-about instead of it being assessed. She feels that if the boat launch was not located there, there would be no need for the round-about.

Molitor commented that this is the assessment hearing and not a discussion on the improvement. Those discussions were previously had. He commented that the percentage of assessment is lower than what could have been assessed and due to the special circumstances of this improvement, it has been reflected already.

Bruce has concerns with having all taxpayers pick up the difference for the project. She would support lowering the assessment due to the large amount of other traffic on that road.

There was discussion about the compounded interest of 2% over six years on the amount assessed for the Game Farm Road project to reflect what could be comparable for the Halstead Drive project.

Bruce revised her opinion and would like to see what the amount would be with using the inflation rate compounded over six years on the amount that was assessed for the Game Farm Rd project.

Mortenson has concerns with putting the balance of the lower assessment on the taxpayers.

a) Res. No. 158-17 Adopt Assessment Roll for Halstead Drive Project, CP 01-16

Motion by Bruce, seconded by Molitor to Adopt Resolution No. 158-17 Adopting Assessment for Halstead Drive Street Improvement Project (City Project No. 01-16) as presented in the packet.

Motion carried 3-2. Opposed: Whalen and Thoele. Absent: None

6) Business Items

a) Res. No. 159-17 A Resolution Awarding the Sale of General Obligation Bonds, Series 2017A, in the Original Aggregate Principal Amount of \$3,250,000.

Grimm introduced Todd Hagen from Ehlers who presented the Staff Report dated September 21, 2017. Highlights included:

- These bonds are for the 2017 Street Projects which is the part of the Budgeted Capital Improvement Plans for Street Improvements in the long range financial management plan. This also includes the Equipment Certificates regarding funding the 2017 Capital Improvement (equipment) Plan purchases.
- AA+ Bond Rating
- Purchased with a premium

- 2.6085% interest rate
- \$3,100,000 principal amount which is lower than originally presented.

Motion by Thoele, seconded by Mortenson to Adopt Resolution No. 159-17 A Resolution Awarding the Sale of General Obligation Bonds, Series 2017A, in the Original Aggregate Principal Amount of \$3,100,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment.

Motion carried 5-0. Absent: None

Mayor Whalen called for a short recess at 8:56 p.m. The meeting reconvened at 9:01p.m.

b) Res. No. 160-17 A Resolution Awarding the Sale of General Obligation Improvement Refunding Bonds, Series 2017B, in the Original Aggregate Principal Amount of \$2,860,000.

Grimm introduced Todd Hagen from Ehlers who presented the Staff Report dated September 21, 2017. Highlights included:

- This is for bonding for the refunding the 2013A Bonds and replacing them with the 2017B series for a better interest rate.
- The 2013A Bonds were originally issued for the Roundabout project by Kings Point Road.
- 2.2695% interest rate.
- \$2,845,000 principal amount which is lower than originally presented.

Motion by Mortenson, seconded by Bruce to Adopt Resolution No. 160-17 A Resolution Awarding the Sale of General Obligation Improvement Refunding Bonds, Series 2017B, in the Original Aggregate Principal Amount of \$2,845,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; Providing for Their Payment and Providing for the Redemption of Bonds Refunding Thereby.

Motion carried 5-0. Absent: None

c) Res. No. 161-17 A Resolution Awarding the Sale of Taxable General Obligation Improvement Refunding Bonds, Series 2017C, in the Original Aggregate Principal Amount of \$2,390,000.

Grimm introduced Todd Hagen from Ehlers who presented the Staff Report dated September 21, 2017. Highlights included:

- This is for bonding for the refunding the 2013B Bonds and replacing them with the 2017C series for a better interest rate.
- The 2013B Bonds were originally issued for the Kings Point Road project.
- 2.8127% interest rate.
- \$2,370,000 Principal amount which is lower than originally presented.

Motion by Thoele, seconded by Molitor to Adopt Resolution No. 161-17 A Resolution Awarding the Sale of Taxable General Obligation Improvement Refunding Bonds, Series 2017C, in the Original Aggregate Principal Amount of \$2,370,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; Providing for Their Payment and Providing for the Redemption of Bonds Refunding Thereby.

Motion carried 5-0. Absent: None

d) Res. No. 162-17 Approve Professional Services Agreement for Wellhead Protection Plan Part 2 Implementation Plan, CP 04-17

Hornby presented the Staff Report dated September 18, 2017. Highlights included:

- The city has previously approved the preparation of the Wellhead Protection Plan, Part 2. The next step is the implementation of the plan.
- WSB has prepared a proposal for scope of services to complete the implementation plan that meets the Minnesota Department of Health goals.
- The City is eligible for a grant that would reimburse the City up to \$10,000 for the implementation plan.
- WSB proposes to complete the Wellhead Protection Plan Part 2 Implementation Plan for a not to exceed fee of \$11,000. It is anticipated that the City will receive reimbursement up to \$10,000 through the grant program.

Motion by Thoele, seconded by Bruce to Adopt Resolution No. 162-17 Approving a Professional Services Agreement for the Wellhead Protection Plan Part 2 Implementation Plan not to exceed \$11,000; City Project 04-17
Motion 5-0. Absent: None

e) Enchanted Lane and Tuxedo Road Discussion

Barone informed the council that the Met Council contacted the City to let them know that there has been two force main failures within the last two years on Tuxedo Road. They informed the City that their intentions are to replace the outdated force mains in 2018. When the City had originally contacted Met Council to see if they wanted to replace the mains when the City did their project to replace the roads, they stated that project was not even on their ten year plan.

Staff requested the direction of the council on whether to proceed with the Enchanted Lane/Tuxedo Road project as planned or postpone the start time to see if the Met Council will do their project in spring 2018.

There was lengthy discussion on whether or not Met Council would have the funding to do the project so quickly. There was also discussion on what would be required of Met Council if the City proceeded with the project as planned and they did do their project in spring.

Consensus of the Council was to proceed with the Enchanted Lane and Tuxedo Road project as planned.

7) Administrative Items

a) Staff Reports

- i) City Administrator
 - Ribbon cutting ceremony – Water Treatment Plants 9/12
- ii) HR/Communications Coordinator
 - Update on CSO Interviews

b) Council Reports

- i) Mayor Lisa Whalen
 - Public Safety Meeting

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

- Northwest League
- Gillespie Board Meeting
- ii) Patricia Thoele
 - Water Treatment Plants dedication
 - Planning Commission 9/25
- iii) Pam Mortenson
 - Water Treatment Plants dedication
 - WCC 9/28
- iv) Mike Molitor
 - LMCD
- v) Shannon Bruce
 - PSCWD
 - Parks 10/10

8) Adjournment

Motion by Bruce, seconded by Mortenson to adjourn the meeting at 9:47 p.m.

Motion carried 5-0. Absent: None

Respectfully submitted,

Kris Linquist, MMMC, CMC
City Clerk