

January 6, 2016

The City Council held a Work Session on the above date. The following were present: Mayor Randall Simonson, Council members Bob Hegland, Chris Ness, and Jim Schneider. Council member Dan Lee arrived at 6:52 p.m. Staff present: City Administrator Neil Soltis and Deputy Clerk Brenda Eklund.

Mayor Simonson called the meeting to order at 6:30 p.m.

APPROVAL OF THE AGENDA

Schneider, seconded by Hegland, moved to approve the agenda as presented. The motion carried unanimously by those present.

DISCUSSION ON DRAFT LETTER OF AGREEMENT WITH FRIENDS OF SCANDIA PARKS AND SOARING EAGLES 4-H CLUB FOR POLLINATOR GARDEN ON CITY PROPERTY LOCATED AT SWENSON'S GOOSE LAKE FARM ESTATES

Administrator Soltis presented a draft letter of agreement for the Swenson Park Pollinator Garden Project for the City to enter into with the Friends of Scandia Parks and Trails and the Soaring Eagles 4-H Club. Soltis explained the terms in which the FSPT and 4-H group will bear all costs for its installation through grants awarded by Pheasants Forever/Quails Forever. There will be no City obligation for installation or maintenance of the plot. Paragraph 4.b.ii of the agreement proposed that the Fire Department could conduct a controlled burn as a training exercise every 3-5 years, but is under no obligation to do this.

The Council discussed the general liability insurance coverage which the FSPT and the 4-H group must provide in the minimum amount of \$1,500,000. Soltis explained that City Attorney Pratt recommended this amount be adjusted up from the \$1,000,000 coverage initially proposed. Council was in agreement that coverage of \$1,000,000 is sufficient. Council member Hegland noted that the higher amount may create a hurdle for the non-profit groups and could make the project untenable.

Council member Ness inquired on the status of the amendment to the Development Agreement that would terminate the requirement to construct a ballfield on the outlot. Administrator Soltis said that the City Attorney is working with the developer on the amendment and it will be presented at a future meeting.

A final letter of agreement with the FSPT and the 4-H group will be taken up at the next Council meeting.

DISCUSSION ON DRAFT LETTER OF AGREEMENT WITH CAR MAR WATERSHED DISTRICT FOR LOG HOUSE LANDING PROJECT

Administrator Soltis presented a draft letter of agreement between the City and the Carnelian-Marine Watershed that provides for cost sharing on the Log House Landing ramp project. Soltis explained that all project costs will be divided 50/50 after grants and donations are accounted for. The National Park Service has committed \$15,000 towards the project, and the DNR will donate the concrete planks for the boat launch ramp. Terms also include that the City and Watershed

will meet jointly to discuss the initial scope, design, costs and any subsequent changes, with the City being responsible for the bidding and construction of the project.

Preliminary cost estimates based on the concept plan from the Watershed District is \$33,587 without engineering fees. Soltis stated that the Capital Improvement Plan includes \$20,000 for the project in 2016.

Mayor Simonson said that a mutual agreement and plan development between the two parties works well. Council member Schneider agreed that the letter encompassed what was discussed at the December 15 Council meeting. Soltis suggested that the project could include alternate bids in order to have actual costs for other proposed elements of the design.

The agreement as presented will come before the Council for a vote at their January 19 meeting.

COUNCIL COMMITTEE/COMMISSION APPOINTMENTS AND UPDATE ON ADVISORY COMMITTEES

In November, the City advertised for applications to fill openings on the Planning Commission, Park and Recreation Committee and the Wastewater Committee. The Council reviewed Committee applications that were received by the December 18th deadline. Jan Hogle, Planning Commissioner whose term ends February 1, 2016, had submitted a late application which the Council discussed.

Mayor Simonson stated that accepting a late application could set a precedent for future instances, and he would discourage that practice. Council member Hegland noted that new people should be brought on board and would like to give other citizens the chance to get involved. Council member Ness stated that Commissioner Hogle has been a good contributor and the other applicants do not have the experience she does.

Simonson, seconded by Lee, moved to not consider Jan Hogle's late application for appointment to the Planning Commission. Mayor Simonson called for a roll call vote. Lee – yes; Ness – no; Hegland – yes; Schneider – yes; Simonson – yes. The motion carried 4-1.

Mayor Simonson stated that applicant Tom Noyes has been a longtime Scandia resident with civil engineering experience that could be valuable background in preparation of the next Comprehensive Plan update. Council member Schneider agreed that he has good expertise.

Simonson, seconded by Schneider, moved to appoint Tom Noyes to the Planning Commission with a term ending February 1, 2021. Mayor Simonson called for a roll call vote. Lee – no; Ness – yes; Hegland – no; Schneider – yes; Simonson – yes. The motion carried 3-2.

Four applications were received for two openings on the Park and Recreation Committee. Current members Alex Bildeaux and Matt Rasmussen, whose terms expire February 1, 2016, each applied.

Mayor Simonson said he is in favor of allowing opportunities for others to become involved in the community, and denying new applicants is like telling residents they are not really wanted when asking for applications to committees.

Simonson, seconded by Hegland, moved to appoint Jodi Feldmann and Terry Gorham to the Parks and Recreation Committee with terms ending February 1, 2021.

Council member Ness noted that there are benefits of service longevity in renewing terms and the Council further discussed the candidates. Administrator Soltis explained that the Council has discretion to remove a member if an appointment is not working out.

Mayor Simonson called for a roll call vote. Lee – yes; Ness –no; Hegland – yes; Schneider – yes; Simonson – yes. The motion carried 4-1.

No applications were received to fill the expiring term of Doug Salmela on the Wastewater Advisory Committee. Council member Ness offered to contact Mr. Salmela to see if he is interested in continuing on the Committee. Administrator Soltis suggested a letter could be included in the next billing to the Bliss users to recruit a member.

There was consensus to continue with the current Council liaisons as follows:

- EDA: Dan Lee and Bob Hegland
- Parks and Recreation: Dan Lee
- Planning Commission: Chris Ness
- Wastewater: Chris Ness & Jim Schneider
- Forest Lake Cable Commission: Randall Simonson

ADJOURNMENT

Ness, seconded by Hegland, moved to adjourn the meeting. The motion carried 5-0.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk