

March 15, 2016

A regular meeting of the Scandia City Council was held on the above date. Mayor Simonson called the meeting to order at 7:00 p.m. Following the Pledge of Allegiance, roll call was taken. The following council members were present: Council members Bob Hegland, Dan Lee, Chris Ness, Jim Schneider and Mayor Randall Simonson. Staff present: City Administrator Neil Soltis, City Engineer Ryan Goodman, City Attorney Andy Pratt, Police Deputy Brandon Yetter, Fire Chief Mike Hinz, Public Works Director Dave Williams and Deputy Clerk Brenda Eklund.

PUBLIC FORUM

There were no public comments.

APPROVAL OF AGENDA

Council member Ness added Item 9.j) Summary of the NE Metro Water Summit meeting. **Ness, seconded by Lee, moved to approve the agenda as amended. The motion carried 5-0.**

CONSENT AGENDA

The following Consent Agenda was presented:

- a) Minutes
 - 1) February 16, 2016 Regular Meeting
 - 2) March 9, 2016 Work Session
- b) Treasurer's Report

Beginning Balance 2/01/2016	\$3,190,703.86
Receipts	\$27,603.79
Expenditures \$164,765.35	
Payroll <u>26,346.66</u>	\$(191,112.01)
Adjustments:	
HSA Deduction	\$(2.00)
State Surcharges 4th Qtr. 2015	\$1,035.36
Duplicate receipt entry	<u>\$(921.73)</u>
Ending Balance 2/29/2016	\$3,027,307.27
- c) Payment of Vouchers
- d) Appointment of Parks & Recreation Committee Chair and Vice Chair for 2016
- e) Agreement with Girl Scouts of Minnesota and Wisconsin River Valleys for Summer 2016 Recreation Programs
- f) Firefighter Pay Increase and Certification Bonus – Firefighter Ben McCarty
- g) Application for Excluded or Exempt Lawful Gambling Permit, Gammelgarden Museum, Running of the Meatballs, September 10, 2016
- h) Scandia-Marine Lions Temporary On-Sale Liquor License (May 7, 2016)
- i) Fire Department request to begin firefighter hiring process
- j) 2015 activity report from Lakes Area Youth Service Bureau
- k) Update on Veterans Memorial

Ness, seconded by Schneider, moved to approve the Consent Agenda as presented. The motion carried 5-0.

BUILDING OFFICIAL

The building activity report was received from Building Official Chuck Preisler. Nine permits were issued in February with a valuation of \$86,327.00.

POLICE DEPARTMENT

Deputy Brandon Yetter reported on the past month's police activity. Four traffic arrests occurred, juveniles were apprehended in a fireworks violation with the help of a home security system, mail theft reports in Scandia ranked quite high last month across the County, and IRS fraud continues to be a problem. Yetter stated that most of the mail theft is occurring in the northwest region of the city and residents should take precautions on the mail they are sending and receiving.

FIRE DEPARTMENT

Fire Chief Mike Hinz reported that the department responded to 10 calls in February – 7 fire related and 3 medical calls. Firefighter McCarty recently received EMT certification. The department is actively recruiting new candidates and the recent recruitment event was well attended.

CITY ENGINEER

City Engineer Ryan Goodman provided details of upcoming MnDOT and County road construction projects in the area. The soil boring report for the Log House Landing ramp project will be completed in early April.

DIRECTOR OF PUBLIC WORKS

Public Works Director Dave Williams reported that tree trimming is finishing up along the roadways scheduled for sealcoating and patching this season. Bids were taken for wiring the new pump in the Bliss system. The crew has been filling some potholes using a cold mix patching product.

CITY ADMINISTRATOR

City Administrator Neil Soltis reported that Midco will be extending cable services to the Wyldewood Acres development this fall. Frontier will also be making upgrades to internet speeds this year to better serve its Scandia customers. Soltis and Treasurer Firkus met with League staff to conduct a data security survey. The report will be discussed at a future Council work session. Xcel Energy has processed a \$3,437 credit refund as an adjustment to the streetlight billing retroactive to the last three years. The DNR will deliver the planks for the Log House Landing ramp project around mid-May. Soltis noted that the Planning Commission is reviewing the solar garden ordinance in response to the number of applications that are coming in.

2016 SEAL COAT AND CRACK FILLING PROJECT – APPROVE PLANS AND AUTHORIZE AD FOR BIDS

Engineer Goodman presented a map of roadways which will be included in the 2016 seal coat and crack filling project, based on the pavement management plan. The Fire/Public Works parking lot is included in the project. Goodman noted that this project will be bid with seal coat projects for the City of Marine on St. Croix and Forest Lake. It's anticipated that the bid will be awarded at the April 19th Council meeting.

Ness, seconded by Lee, moved to approve the plans and authorize bids for the 2016 Seal Coat and Crack Filling Project. The motion carried 5-0.

2016 STREET IMPROVEMENT PROJECT – REVIEW AND AWARD BID

Engineer Goodman presented the bid results for the 2016 Street Improvement Project, the reconstruction of 236th, 237th Streets, Novak Avenue and portions of Oldfield Avenue from 240th Street south.

<u>Contractor</u>	<u>Total Base Bid</u>
Dresel Contracting Inc.	\$841,000.93
T.A. Schifsky & Sons, Inc.	\$944,809.00
Valley Paving, Inc.	\$945,269.65
Park Construction Company	\$948,188.15
Peterson Companies, Inc.	\$1,024,542.05
Forest Lake Contracting, Inc.	\$1,027,721.00
Meyer Contracting, Inc.	\$1,062,728.05

Goodman recommended the project be awarded to low bidder Dresel Contracting, and stated that the bid results came in very favorably so that the work on Oldfield could be extended south to the Oren Road intersection.

Simonson, seconded by Hegland, moved to award the 2016 Street Improvement Project to low bidder Dresel Contracting in the amount of \$841,000.93. The motion carried 5-0.

DISCUSSION ON PURCHASE OF PUBLIC WORKS PLOW TRUCK

Replacement of the 2002 Sterling plow truck was approved in the 2016 budget and scheduled in the Capital Improvement Plan at a projected cost of \$200,000. Public Works Director Williams presented a proposal for a 2016 Mack single-axle dump truck and snowplow attachment through the state bids at a cost of \$177,800.05, which accounts for a trade-in value of \$30,000 for the Sterling. Williams stated the advantages of having all Mack trucks in the fleet.

Council member Schneider noted that the City has purchased new dump trucks in 2012 and 2014, and the next purchase should be delayed at least a year to stagger the future replacement schedule. Williams stated that a delay could result in a lower trade-in value and an increased cost for the Mack truck. The Council was in consensus that the Sterling does not appear to be in imminent need of replacement due to safety concerns. Administrator Soltis stated that repair costs have been minimal up to this point.

Lee, seconded by Schneider, moved to delay the purchase of a replacement dump truck until next year. The motion carried 5-0.

ANIMAL IMPOUND AGREEMENT WITH HILLCREST ANIMAL HOSPITAL

Administrator Soltis explained that language in the City's dog ordinance was recently amended to align with language in the impound agreement regarding the length of time a dog would be impounded. The agreement had been reviewed by the City Attorney and was recommended for approval.

Simonson, seconded by Hegland, moved to renew the animal impound agreement with Hillcrest Animal Hospital. The motion carried 5-0.

RESOLUTION APPROVING THE SALE OF PROPERTY (RESOLUTION NO. 03-15-16-01)

A resolution was presented that would approve the transfer of property in the Edward Erickson Trust to adjoining property owner Richard Holtzbauer, 13626 205th Street. In 2002, New Scandia Township placed a restrictive covenant on the Erickson parcels that they shall not be sold or conveyed without the consent of the Township Board. Administrator Soltis explained that since then, two other parcels had been sold to adjoining land owners and combined with parcels having sufficient road frontage. Conditions in the resolution remove the covenant from the deed and require Holtzbauer to combine PID 22.032.20.31.0005 with PID 22.032.20.24.0007 within two months.

Simonson, seconded by Hegland, moved to approve Resolution No. 03-15-16-01, Approving a Conveyance of Parcel 22.032.20.31.0005. The motion carried 5-0.

DISCUSSION ON APPROVAL PROCESS FOR SEPTAGE LAND SPREADING

Administrator Soltis reported that effective January 2016, permits issued by Washington County for the land application of residential septage must be approved at the local level to document that the activity is allowed by the local unit of government. Soltis asked for Council direction on determining a process for review of land application of septage. If considered incidental to agricultural purposes, it could be permitted in the Ag Core, Ag Preserve, General Rural and Village Neighborhood zoning districts.

There was much discussion on this activity, and whether approval could be done administratively based on location and setbacks or reviewed by the Planning Commission. Council member Schneider stated that the County has many regulations and criteria at their level before a licensed operator is permitted to spread treated household septage. Council member Lee voiced concerns about the chemical make-up of the septage and if it could be considered hazardous.

Schneider, seconded by Hegland, moved to allow for administrative approval for septage land spreading.

Council member Ness said that it should not be allowed in the Village Neighborhood District due to the greater density of residences. Attorney Pratt summarized that the process to grant

administrative approval is based on making sure the location complies as the final step once the permit application comes from the County. Administrator Soltis explained that the Planning Commission could look at appropriate setback distances from the VMU zoning districts to minimize any effects of odor, and incorporate that into the zoning code. Council member Lee said that he has too many questions regarding this practice.

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

REVIEW AND AWARD OF CALCIUM CHLORIDE BIDS

Public Works Director Williams reported that he received three bids for the application of dust control product on the city's gravel roads. An estimated 26,900 gallons of chloride solution will be needed. The quoted cost includes application to Cedarcliff which will reimburse the City for that portion of the cost.

Tri-City Paving, Inc.	\$0.964 per gallon	\$25,931.60
Northern Salt, Inc.	\$0.93 per gallon	\$25,017.00
Envirotech Services	\$0.899 per gallon	\$24,183.10

Williams recommended that the dust control service be awarded to Envirotech Services as the low bidder.

Ness, seconded by Hegland, moved to award the chloride application for dust control to Envirotech Services in the lump sum total of \$24,183.10. The motion carried 5-0.

DRAFT SPRING NEWSLETTER AND SUMMER REC PROGRAM BROCHURE

Council reviewed a draft of the spring newsletter and summer recreation program insert. The newsletter contained a message from Deputy Yetter, news on expanded broadband services, and information on elections and recycling.

SUMMARY OF THE MARCH 9, 2016 CLOSED MEETING

The City Council went into a closed meeting at the end of the March 9, 2016 work session to conduct a 6-month performance evaluation of Public Works Director Williams. Mayor Simonson reported that a decision was made to continue the review over the next few months and a follow-up evaluation will be conducted in May.

SUMMARY OF THE NE METRO WATER SUMMIT MEETING

Council member Ness provided a summary of the meeting which he and Engineer Goodman attended last month regarding the DNR's implementation plan on the White Bear Lake water issues. An alternative approach to pump water from a treatment plant in Vadnais Heights is being investigated. Regulating water permits and reducing groundwater use was discussed, as was an option to form a joint powers agreement made up of the NE metro cities. Ness stated more discussion is needed on whether to have Scandia join with other the cities. Council

member Hegland said the City must take a cautionary approach, as joint power agreements seem to become joint obligations.

ADJOURNMENT

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

The meeting adjourned at 8:21 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk