

November 10, 2015

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. Absent: Council member Dan Lee. Staff present: City Administrator Kristina Handt, City Engineer Ryan Goodman, Public Works Director Dave Williams, Fire Chief Mike Hinz and Deputy Clerk Brenda Eklund.

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

APPROVAL OF THE AGENDA

Ness, seconded by Lee, moved to approve the agenda as presented. The motion carried 4-0.

JOINT DISCUSSION WITH CAR MAR REGARDING LOG HOUSE LANDING BOAT RAMP AREA

Administrator Handt provided background information on the proposed improvements to the Log House Landing boat ramp area. At the June meeting, the Council gave approval to pursue a joint project with the Carnelian Marine Watershed to install DNR donated planks at the boat launch. A DNR Waters Permit is in process, but the scope of the project has changed upon further review from the Watershed Engineer. Handt added that the Planning Commission voted last week to add the ramp project to the 2016-2020 Capital Improvement Plan with funding from the Capital Improvement Fund and the Watershed, with 50/50 cost sharing.

Car Mar Administrator Jim Shaver, along with Board members Kristin Tuenge and Dave DeVault, explained that the intention to continue to stabilize the access area beyond the 32 concrete planks supplied by the DNR concluded that a concrete ramp would provide the most appropriate material to reduce erosion and sediment runoff into the St. Croix River due to the 24% slope. A concept plan prepared by the Car Mar Engineer was viewed. Mr. Shaver estimated a cost of \$40,000, including engineering fees. He stated that the Board would like to discuss a cost-sharing with the City, and there may be grants available from the National Park Service to go towards this project.

Council member Schneider said that he has concerns about ice heaves damaging the ramp. Mr. Shaver stated that these planks are used at other access points on the river and can be repaired if needed; plank adjustments are not difficult. City Engineer Goodman said that there may be annual maintenance tasks each spring, such as resetting the boulders along the bank, but with proper design and crack sealing the concrete ramp when needed, the ramp should last more than 50 years.

Planning Commission Chair Christine Maefsky asked if cable concrete blocks could be used as an alternative, as her research as shown these to be effective for erosion control. Engineer Goodman said that he has seen these used on launches, but there could be undermining over time on steep slopes; a solid concrete ramp with a reinforced design would be better at this site. Maefsky asked that colored concrete be considered, which would blend in and provide a more natural appearance

Council continued to discuss the proposed plan and was in consensus to move the project forward upon a guarantee that the Watershed supports the project. Car Mar Board member Tuenge stated that they are not opposed and had passed a motion in favor of cost-sharing the project with the City, not to exceed \$20,000 based on the concept design; a decision on final design has not yet been voted on.

Administrator Handt explained that the City, with Watershed support, will be applying for an Army Corps of Engineer permit next. The project could go out for bids next spring following final design. Council member Ness stated that this appears to be a step in the right direction.

2016 BUDGET DISCUSSION

Administrator Handt explained that the 2016 budget has been updated based on the salary and no health insurance costs for the new city administrator. The \$4,792 less in the Admin budget was added to the Local Road Improvement Fund to keep the levy the same as adopted in September. The \$32,724 savings from prepaying the 2007 Road Bond was also added to the LRIF.

Council member Hegland recommended the \$8,000 in the budget for audio equipment in the Council Chambers remain as he is continuing to research a system that works.

Council did not identify any additional changes, and Handt will prepare the recommended budget for the December 2nd public hearing.

QUARRY AVENUE PARKING

Administrator Handt presented a request from Bob McGillivray that the City consider a visitor access to the Crystal Springs SNA from an easement at the end of Quarry Avenue instead of having it from an easement off of Highway 95, as was originally presented in August.

Engineer Goodman said that an off street gravel parking surface would have to be installed where the hammerhead ends the roadway, and there could be traffic impacts to residents along Quarry Avenue. Fire Chief Hinz asked the Council to consider the safety issues and emergency vehicle access concerns associated with this access.

Upon further discussion, the Council concluded that an access from Quarry is not a practical location. Staff was directed to notify the DNR that access to the site being acquired from Gregory Page for a Scientific and Natural Area will need to come from Highway 95, with a parking area created either along the easement or within the park area.

UPDATE PERSONNEL POLICY - HOLIDAY, FUNERAL LEAVE AND PTO CHART

Administrator Handt presented three updates to the City's personnel policy to offer consistency with provisions in the Maintenance Workers' union contract.

- Add Christmas Eve as an official holiday for non-union employees
- New language regarding funeral leave to be consistent with the union contract language by allowing four days leave in the case of death of an immediate family member and adding additional extended family members

- Update the PTO chart by removing the hours accrued per pay period – the number of hours accrued per year remains the same

Simonson, seconded by Hegland, moved to recommend the proposed updates to the Personnel Policy and place on the next Consent Agenda. The motion carried 4-0.

ADJOURNMENT

Ness, seconded by Hegland, moved to adjourn the meeting. The motion carried 4-0.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk