

March 18, 2014

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 Dan Lee, Chris Ness, Jim Schneider, Sally Swanson and Mayor Randall Simonson. Staff present: City Administrator Kristina Handt, City Attorney Nick Vivian, City Engineer Ryan Goodman, Police Deputy Chris Majeski and Deputy Clerk Brenda Eklund.

**PUBLIC FORUM**

There were no public comments.

**APPROVAL OF AGENDA**

**Ness, seconded by Swanson, moved to approve the agenda as presented. The motion carried 5-0.**

**CONSENT AGENDA**

The following Consent Agenda was presented:

- a) Minutes
  - 1) February 18, 2014 Regular Meeting
  - 2) March 5, 2014 Work Session
- b) Treasurer's Report

Beginning Balance 02/01/2014	\$2,999,659.80
Receipts	+ <u>16,633.78</u>
Expenditures \$141,987.52	
Payroll <u>24,571.54</u>	- \$166,559.06
Adjustments: Sales & Use Tax adj.	+ <u>32.00</u>
Ending Balance 02/28/2014	\$2,849,766.52
- c) Payment of Vouchers
- d) Application for Excluded Raffle Permit, Scandia Elementary PTO (March 29, 2014)
- e) Abatement of 201Sewer User Assessment for 19302 Layton Avenue North (*Resolution No. 03-18-14-01*)
- f) Authorize Advertising and Interviewing for Seasonal Parks and Grounds Maintenance Worker
- g) Approve Amended Washington Conservation District Contract
- h) Agreement with Girl Scouts of Minnesota and Wisconsin River Valleys for Summer 2014 Recreation Programs
- i) Administrator Attendance at LMC Annual Conference

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

## **PLANNING COMMISSION**

### ***Minor Subdivision at 21602 Meadowbrook Avenue. Christopher and Jennie Ferderer, Applicants (Resolution No. 03-18-14-02)***

Christopher and Jennie Ferderer have requested to subdivide a 10-acre parcel at 21602 Meadowbrook Avenue to create a 6.23-acre parcel with the existing house and a 3.77-acre parcel as a future buildable lot. Gary and Margaret Olson are the property owners.

Council member Ness reported that the Planning Commission recommended approval at their March 4 meeting as the proposal meets the zoning code requirements of a minor subdivision. Ness explained that the subdivision will create five lots on the ¼-¼ section, but will not exceed the 4 per 40 “dwelling unit” language currently in the code. Ness stated that the Planning Commission will continue to pursue a change in the language to limit subdivisions to not exceed “4 buildable lots per 40 acre” density. Administrator Handt explained that one of the lots was meant to be combined with another in an earlier subdivision, but this was not carried out. This westerly lot has no road frontage and would have to cross many hurdles before it could be considered buildable.

It was also noted that the \$3,000 park dedication fee for the creation of the new lot must be paid before approval of the final plat.

### **Simonson, seconded by Swanson, moved to approve Resolution No. 03-18-14-02, Approving a Minor Subdivision for 21602 Meadowbrook Avenue North. The motion carried 5-0.**

### ***Ordinance No. 152, Amending the Development Code, Chapter 2, Section 4.26, Temporary Dwelling Unit during Construction***

Council member Ness reported that the Planning Commission recommended approval to amend Section 4.26 in Chapter 2 of the Development Code that would allow a temporary dwelling unit to be used for up to one year while a new residence is being constructed. The amendment also allows for the City to extend removal of the temporary dwelling unit up to 90 days depending on the circumstances. Council member Schneider agreed that the current six month limit to build a house is too short of a time and it makes sense to allow for up to one year.

### **Simonson, seconded by Ness, moved to approve Ordinance No. 152, Amending the Scandia Development Code, Chapter 2, Section 4.26 Regarding Temporary Dwelling Unit during Construction. The motion carried 5-0.**

### ***Summary Publication for Ordinance No. 152 (Resolution No. 03-18-14-03)***

**Simonson, seconded by Swanson, moved to approve Resolution No. 03-18-14-03, Providing for the Summary Publication of Ordinance No. 152. The motion carried 5-0.**

## **PARKS AND RECREATION**

### ***Lilleskogen Park Restoration Plan Amendments***

Parks Committee Chair Greg Zauner reported on the Committee’s recommendation that the butterfly garden be reduced in size to 2,000 square feet from the original size of 5,000 square feet as included in the Park Restoration Plan. Zauner explained that this is a temporary reduction in size that could be expanded on in future years. In addition, the Committee recommended that

the garden be certified as a Monarch Waystation as endorsed by Volunteer Janie O'Connor. Zauner stated that this certification could draw visitors to the Park.

**Simonson, seconded by Ness, moved to approve the recommendation to reduce the size of the butterfly garden to 2,000 square feet and approve Monarch Waystation certification. The motion carried 5-0.**

***Acceptance of Donation for Leonard Wojtowicz Skating Park (Resolution No. 03-18-14-04)***

Corey Roberts of Roberts Family Funeral Home presented a check to the Parks Committee at their March 3<sup>rd</sup> meeting in the amount of \$1,000 as a donation to the skating park, as proceeds from the Scanley Cup Tournament held during Vinterfest. Mayor Simonson expressed his thanks on behalf of the City to the Roberts family for their generous donation.

**Ness, seconded by Lee, moved to approve Resolution No. 03-18-14-04, Accepting Donation for Leonard Wojtowicz Skating Park. The motion carried 5-0.**

**BUILDING OFFICIAL**

Building Official Tim Okan submitted a written report on building activity. Administrator Handt reported that Forest Lake has hired a new Building Official who will be starting next week and will plan to attend a future Council meeting. There will be no change to the contract for building inspection services with this change in staffing.

**POLICE DEPARTMENT**

Deputy Chris Majeski reported on a theft from a local business, a vehicle theft on Pilar Road, and theft of an ice house on Big Marine Lake that was tied to a previous suspect.

**FIRE DEPARTMENT**

The Council received a written activity report from the Fire Chief Mike Hinz. Administrator Handt reported that the City is in contract negotiations with May Township for fire protection services, to cover the years 2015-2017. Mayor Simonson reported that a draft of the Lakeview Ambulance service contract is under legal review and should be ready soon.

**CITY ENGINEER**

City Engineer Ryan Goodman presented an updated map of the north and east groundwater consortium. The Seal Coat Project is out for bids, and Goodman is working on gravel quotes for 180<sup>th</sup> Street, 185<sup>th</sup> Street and Oakgreen Avenue.

**DIRECTOR OF PUBLIC WORKS**

Director of Public Works Tim Kieffer submitted a written report on the department's activity. Administrator Handt explained that the issues with venting the Community Center roof are being worked on. Improvements to air flow are being overseen by the Building Official. The contractor has not yet received full payment.

**EXTENSION OF RECYCLING CONTRACT WITH SRC, INC.**

SRC has agreed to continue the rate of \$2,320.50 per month for collection and disposal of residential recycling materials through 2014. Administrator Handt explained that the one-day Heavy Metal Collection will be replaced with a Clean-Up Week in which residents may deliver rubbish and trash materials to the SRC site in Wyoming and receive a 20% discount off regular collection prices. SRC will sponsor this event from April 26 to May 3.

**Simonson, seconded by Swanson, moved to approve the contract extension with SRC through 2014. The motion carried 5-0.**

**ACCEPTANCE OF DONATION FROM ST. CROIX HORSE AND CARRIAGE SOCIETY (RESOLUTION NO. 03-18-14-05)**

The St. Croix Horse and Carriage Society has donated \$100 as appreciation for using the Community Center as their monthly meeting space. Council member Swanson questioned if the funds could be used for a new countertop in the bar area, or other needed cosmetic upgrades in the hall.

**Ness, seconded by Lee, moved to approve Resolution No. 03-18-14-05, Accepting Donations from the St. Croix Horse and Carriage Society. The motion carried 5-0.**

**A RESOLUTION SUPPORTING LEGISLATION ALLOWING CITIES TO DESIGNATE THEIR CITY WEBSITE TO PUBLISH PUBLIC NOTICES (RESOLUTION NO. 03-18-14-06)**

Administrator Handt explained that the MN League of Cities has asked cities for resolutions in support of legislation that would allow cities to post certain publications on their website as opposed to publication in the official newspaper. Handt stated that it would be a cost savings to the City for publication of legal notices, ordinance publications, and other notices.

Approximately \$2,000 is spent in a typical year. If legislation passes, the City would have flexibility to either publish on the website or newspaper.

**Simonson, seconded by Swanson, moved to approve Resolution No. 03-18-14-06, Supporting Legislation Allowing Cities to Designate their City Website to Publish Public Notices. The motion carried 5-0.**

**INTERGOVERNMENTAL AGREEMENT REGARDING WATER SUPPLY**

Administrator Handt provided information on an intergovernmental agreement amongst Washington County cities that would coordinate municipal efforts on water supply issues. There would be no obligation to adopt new rules or regulations, but would allow for the benefits of sharing information and working with larger cities on groundwater issues and grant opportunities. The agreement was modeled after a similar agreement among Dakota County cities. Mayor Simonson stated that it is a good opportunity to be engaged in the process and have a voice.

**Simonson, seconded by Ness, moved to approve the Intergovernmental Water Agreement. The motion carried 5-0.**

**DRAFT SPRING NEWSLETTER AND SUMMER REC PROGRAM BROCHURE**

The Council reviewed a draft of the spring newsletter and summer recreation program insert. No changes were suggested and consensus was that it looked good. The newsletter will be mailed out to all Scandia residents by early April.

**ADJOURNMENT**

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

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Brenda Eklund  
Deputy Clerk