

October 21, 2008

A regular meeting of the Scandia City Council was held on the above date. Mayor Seefeldt called the meeting to order at 7:00 p.m. The following councilmembers were present: Council members Pete Crum, Michael Harnetty, Dolores Peterson, Mayor Dennis Seefeldt. Absent: Councilmember Donnette Yehle. Staff present: Administrator Anne Hurlburt, City Attorney Dave Hebert, Building Official Steve Thorp, Treasurer Colleen Firkus, Deputy Clerk Brenda Eklund.

### **PUBLIC FORUM**

In honor of Part-Time Maintenance Worker Bill Poidinger's retirement effective October 31<sup>st</sup>, Mayor Seefeldt presented Mr. Poidinger with a certificate recognizing his nine years of service with Scandia. A short coffee and cake reception was held.

### **APPROVAL OF AGENDA**

**Councilmember Peterson, seconded by Councilmember Crum, moved to approve the agenda as presented. The motion passed unanimously.**

### **APPROVAL OF CONSENT AGENDA**

The following consent agenda was presented:

a) Minutes

- 1) September 16, 2008 Regular Meeting
- 2) September 18, 2008 Special Meeting with Planning Commission
- 3) October 7, 2008 Meeting with Planning Commission

b) Treasurer's Report

Beginning Balance 09/01/08		\$1,548,014.59
Receipts		<u>52,166.92</u>
Expenditures	316,656.99	
Payroll	<u>23,438.54</u>	- 340,095.53
Adjustments: Returned Check		-1,600.00
Bank Charge		- 5.00
Permit Surcharges		- 197.87
Duplicate Entry		<u>+ 300.00</u>
Ending Balance 09/30/08		\$ 1,258,583.11

c) Payment of Vouchers

- d) Renewal of On-Sale 3.2% Liquor License for the Scandia Community Senior Center
- e) Utility Permit, West Lake Builders (Sewer Line for 12614-182<sup>nd</sup> Street North)

**Councilmember Peterson, seconded by Councilmember Harnetty, moved to approve the Consent Agenda as presented. The motion passed unanimously.**

### **PARK AND RECREATION COMMITTEE**

The Park and Recreation Committee have requested the purchase of identification signs along Highway 95 for Wind in the Pines Park. Two options for sign panel design were received from MnDOT. The Committee's consensus was that the smaller 4' by 3' sign with the wording

“Nature Park” would be adequate. The cost of two signs, one each for northbound and southbound traffic, would total \$1,994.00, including installation. The Park Capital Improvement Fund would cover this cost. Councilmember Crum questioned if allocation for this purchase is necessary at this time. Councilmember Harnetty, council representative to the Parks Committee, stated that this signage is one of the last steps to finalizing the improvement plan for Wind in the Pines, a high priority of the committee’s goals. **Councilmember Harnetty, seconded by Councilmember Peterson, moved to approve the request of the Park and Recreation Committee for the purchase of highway signs for Wind in the Pines Park in the amount of \$1,994.00. The motion passed unanimously.**

### **POLICE DEPARTMENT**

Deputy Chris Majeski reported on the past month’s police activity. A seat-belt enforcement wave was recently conducted by the County Sheriff’s department.

### **FIRE DEPARTMENT**

Assistant Fire Chief Jim Finnegan reported that the Fire Department’s open house hosted over 350 citizens on October 14<sup>th</sup>. Tiller Corporation has agreed to allow the fire department access to their 1,000 gallon/minute well. City Attorney Hebert will draft an indemnity agreement on behalf of the City releasing Tiller from any liability issues. Regarding the recent adoption of the city’s snowplow policy, Finnegan asked that consideration for priority be given to three or four roads which have a number of fire department members residing on them.

### **DEMOLITION OF THE FORMER RASMUSSEN HOUSE, 20780 OLINDA TRAIL**

Two options are being considered for the removal of the vacant home at 20780 Olinda Trail. The house may be demolished or used as a burn structure for the fire department. In either case, an asbestos inspection has determined that the level of asbestos present requires removal of hazardous materials by a licensed contractor. Building Official Steve Thorp will obtain contractors’ quotes for asbestos abatement.

Prior to beginning the work of the removal of the hazardous material, the fire department has asked for permission to use the vacant structure as a training house. **Councilmember Crum, seconded by Mayor Seefeldt, moved to allow the Fire Department to utilize the house at 20780 Olinda Trail as a training structure. Voting yes: Crum, Seefeldt, Harnetty. Opposed: Peterson. The motion passed.**

Two quotes were received for the demolition of the steel accessory garage. **Councilmember Harnetty, seconded by Councilmember Crum, moved to accept the bid from Scandia Trucking in the amount of \$750.00 for removal of the accessory structure at 20780 Olinda Trail. The motion passed unanimously.**

### **CITY ENGINEER**

City Engineer Paul Hornby gave an update on engineering projects within the city. The remaining work at The Sanctuary will be completed this month. Wear course paving and shouldering at the Tii Gavvo development is expected to be complete by Early November.

### ***Novak Avenue Drainage Issues***

City Engineer Paul Hornby presented to the council the review and recommendations regarding the Novak Avenue drainage issues. This study was initiated following a storm runoff event in May 2008 which resulted in local ponding in the front yard of Ron and Diane Pottratz at 21450 Novak Avenue. Engineer Hornby obtained 2-foot contour maps to identify existing drainage patterns in the agricultural land to the north and east of Novak Avenue. Due to the intensity of the May 2008 storm, drainage analysis determined that the ditches did not have the capacity to contain the flow of runoff. Engineer Hornby stated that improvements such as check dams, construction of a ditch-block and increased culvert capacity could be made to improve the drainage, but these improvements will not prevent flow from following its historic natural course during more intense rainfall and quick snowmelt events on the downstream property.

**Councilmember Crum, seconded by Mayor Seefeldt, moved to receive and file the Engineer's report regarding the Novak Avenue drainage issues. The motion passed unanimously.**

### **BUILDING/CODE ENFORCEMENT**

Building/Code Enforcement Official Steve Thorp reported on the high number of roofing permits that have been issued this year. The Department of Health will have a complete report on the water studies of the Community Center well system within the next few months.

### ***Community Building Code Administration Grant Act: Resolution 10-21-08-01***

The International Code Council is seeking a federal grant to provide local governments with assistance for building code administration and enforcement. Thorp has requested Council to adopt a resolution that supports the Community Building Code Administration Grant Act of 2007. **Councilmember Crum, seconded by Councilmember Peterson, moved to adopt Resolution 10-21-08-01 Supporting the Community Building Code Administration Grant Act of 2007. The motion passed unanimously.**

### **CITY ADMINISTRATOR**

#### ***Holiday Office Hours***

Administrator Hurlburt recommends that the city office close at noon on December 24 and all day on December 26 and January 2. Eligible employees would take paid time off on those days.

**Councilmember Peterson, seconded by Councilmember Harnetty, moved to approve the revised office hours for the Christmas and New Year's holidays. The motion passed unanimously.**

### **IDENTITY THEFT PREVENTION PROGRAM FOR CITY UTILITY ACCOUNTS: RESOLUTION 10-21-08-02**

The Federal Trade Commission requires that an Identify Theft Program be established for city utility billing accounts. Scandia's 201 Community Sewage Treatment System and the Uptown Sewer System fall under this rule. Treasurer Colleen Firkus prepared a program based on a model provided by the MN Municipal Utilities Association. The program will not require any significant changes in the billing procedure. The Identity Theft Committee will consist of the Administrator and Treasurer. **Councilmember Crum, seconded by Mayor Seefeldt, moved to adopt Resolution 10-21-08-02 Establishing an Identity Theft Prevention Program. The motion passed unanimously.**

**EMPLOYEE HEALTH INSURANCE RENEWAL FOR 2009: RESOLUTION 10-21-08-03**

Rates for the City's employee health plan, provided through Blue Cross Blue Shield, will increase 8.8% for 2009. The annual deductible and maximum out of pocket costs will stay the same as in 2008. Staff recommends increasing the city contribution to the health savings account from \$100 to \$105 per month, as deductibles have increased \$75 per year since the HSA contribution was set in 2007. **Councilmember Peterson, seconded by Councilmember Harnetty, moved to adopt Resolution 10-21-08-03 Establishing City Contributions to Employee Health Insurance Benefits for 2009. The motion passed unanimously.**

**COMMENTS ON PROPOSED COMFORT LAKE FOREST LAKE WATERSHED DISTRICT RULES**

Administrator Hurlburt presented Council with a draft letter with comments on the proposed Comfort Lake Forest Lake Watershed District rules. Comments on the development of the Watershed's rules address threshold issues, technical corrections, language clarification, buffer monuments and a request to increase the access zone to water bodies to 50 feet. The CLFLWD will hold a public hearing on their proposed rules on November 13<sup>th</sup>. **Councilmember Peterson, seconded by Councilmember Crum, moved to approve that the presented letter be sent to the Comfort Lake Forest Lake Watershed District concerning their proposed rules. The motion passed unanimously.**

**GREEN ACRES LAW: RESOLUTION 10-21-08-04**

Mayor Seefeldt presented a resolution requesting that the state legislature reconsider or delay implementation of changes to the Green Acres program. The changes adversely affect a significant number of Scandia property owners. Residents Kevin Nickelson and Bruce Swenson voiced their approval of this resolution. **Mayor Seefeldt, seconded by Councilmember Peterson, moved to adopt Resolution 10-21-08-04 Requesting that the State Legislature Reconsider or Delay Changes in the Minnesota "Green Acres" Law. The motion passed unanimously.** In addition to sending this on to the House and Senate representatives, copies will be sent to neighboring communities and to property owners that attended the October 1<sup>st</sup> information meeting at Washington County.

**Councilmember Crum, seconded by Councilmember Peterson, moved to adjourn.**

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Brenda Eklund  
Deputy Clerk