

February 16, 2010

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. Following the Pledge of Allegiance, roll call was taken. The following council members were present: Council members Connie Amos, Pete Crum, John Lindell, Dolores Peterson and Mayor Dennis Seefeldt. Staff present: City Administrator Anne Hurlburt, City Attorney Dave Hebert, Building/Code Enforcement Official Steve Thorp, Treasurer Colleen Firkus, Deputy Clerk Brenda Eklund, Fire Chief Jim Finnegan and Police Deputy Chris Majeski.

PUBLIC FORUM

There were no public comments.

APPROVAL OF AGENDA

Peterson, seconded by 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) January 19, 2010 Regular Meeting
 - 2) January 19, 2010 Special Meeting
 - 3) February 3, 2010 Meeting with Planning Commission

- b) Treasurer's Report

Beginning Balance 01/01/10		\$1,698,116.80
Receipts		+ <u>81,544.74</u>
Expenditures	90,084.47	
Payroll	<u>26,524.06</u>	- <u>116,608.53</u>
Ending Balance 01/31/10		\$1,663,053.01

- c) Payment of Vouchers

- d) Correct Error in Resolution 01-05-10-02 (*Resolution 02-16-10-01*)

Lindell, second by Peterson, moved to approve the Consent Agenda as presented. The motion passed unanimously.

PARK AND RECREATION COMMITTEE REPORT

Alex Bildeaux, Park and Rec Committee Chair, reported on the successful Vinterfest event held on the Community Center grounds on February 6, 2010.

Approval of Chair and Vice Chair for 2010 and Representative to the Capital Improvements Committee

At their February 1 meeting, the Committee appointed Alex Bildeaux as Chair and Sally Swanson as Vice Chair for 2010. Dan Skupien will replace Mike Goeken as its representative on the Capital Improvements Committee.

Crum, second by Peterson, moved to approve the appointment of Alex Bildeaux as Chair and Sally Swanson as Vice Chair of the Park and Recreation Committee for 2010. The motion passed unanimously.

Peterson, second by Lindell, moved to approve the appointment of Dan Skupien as representative to the Capital Improvements Committee. The motion passed unanimously.

POLICE DEPARTMENT

Deputy Chris Majeski reported on the increase in tickets and warnings being issued for speeding within the city. A presentation on identity theft was recently given to a group of seniors.

FIRE DEPARTMENT

There were seventeen calls in January, six which were fire related. The department is completing hazardous material training. Members of the department who are on the Washington County Dive Team recently conducted training on Big Marine Lake.

Request that Washington County Review Cost Distribution for 800 MHz Radio System

The Lower St. Croix Valley Fire Department has asked that other Washington County fire departments join them in requesting that the county reconsider assessing user charges to cities for the new 800 MHz radio system. A draft letter to Commissioner Hegberg was reviewed which stated that the cost of the new radio system has greatly contributed to the department's increased operating fund. Having the county distribute the cost of the radio system among taxpayers would provide a more equitable distribution of costs. Council member Lindell stated his agreement with the request that a new allocation method should be considered by the county. **Crum, second by Seefeldt, moved to authorize the sending of a letter to Commissioner Hegberg requesting that Washington County review the cost distribution for the 800 MHz radio system. The motion passed unanimously.**

Position Descriptions for Volunteer Probationary Firefighter and Volunteer Fire Engineer

On January 27, 2010, the Committee reviewing the Fire Department governance documents met and recommended approval of updated job descriptions for two positions. **Peterson, second by Amos, moved to approve position descriptions for Volunteer Probationary Firefighter and Volunteer Fire Engineer. The motion passed unanimously.**

Authorization to Advertise for Volunteer Probationary Firefighters

Due to the number of retirements in the department, the roster of firefighters will be reduced to 21 by year-end. Fire Chief Finnegan requested that the department advertise for new recruits so that a new class of up to six probationary firefighters may begin training in June. **Peterson, second by Lindell, moved to authorize the Fire Department to advertise for Volunteer Probationary Firefighters. The motion passed unanimously.**

BUILDING/CODE ENFORCEMENT OFFICIAL

Building/Code Enforcement Official Steve Thorp reported on the past month's activity. One new home permit was issued in January.

CITY ADMINISTRATOR

Appointment of Park and Recreation Coordinator

City Administrator Anne Hurlburt has recommended the hiring of Laurie Monson for the Park and Recreation Coordinator position following the hiring process which began in December 2009. Twenty-six applications were received. Five candidates were interviewed by the Human Resources Committee (Crum, Peterson, Hurlburt) and Park and Rec Chair Alex Bildeaux. Ms. Monson's hiring will be contingent on the passing of a drug and alcohol screening test. **Amos, second by Crum, moved to approve the hiring of Laurie Monson for the Park and Recreation Coordinator position at the pay rate of \$15.00 per hour. The motion passed unanimously.**

SPECIAL EVENT PERMIT, SCANDIA PTO FUN RUN

The Scandia Elementary PTO has applied for a Special Event Permit to hold a Fun Run event on May 22, 2010. The route extends onto public roads, which requires that a Special Event permit be issued. The ordinance requirements for the event have been met. Conditions which will be attached to the permit were reviewed. **Seefeldt, second by Peterson, moved to approve a Special Event Permit for the Scandia PTO Fun Run on May 22, 2010. The motion passed unanimously.**

RECYCLING SERVICES

Extension of Recycling Agreement with SRC, Inc.

Rick Prah, SRC Inc., was present to report on the recycling program within Scandia. Recycling collection, based on weight, was slightly up over the past year. SRC, Inc. has agreed to extend the recycling contract with the city at the same contract price which has been in effect since 2001 -- \$2,320.50 per month. Under this agreement, SRC provides recycling services to all residents at no charge to the customer. Grant revenue from Washington County offsets a portion of this expense. **Peterson, second by Crum, moved to approve the extension of the recycling agreement with SRC Incorporated, at a cost of \$2,320.50 per month, to December 31, 2010. The motion passed unanimously.**

Spring "Heavy Metal Day"

The city will sponsor a clean-up day for residents to dispose of refuse not taken by their regular trash hauler. SRC, Inc. will provide for this collection service on May 1, 2010. **Crum, second by Amos, moved to confirm May 1, 2010 as "Heavy Metal Day" for the collection of refuse. The motion passed unanimously.**

COUNTY STATE AID HIGHWAY DESIGNATION CHANGES, CSAH 1 AND CR 15A

Cory Slagle, Washington County Transportation Division, presented a report outlining the proposed changes to the County State Aid Highway designation which will affect two county roads in Scandia. County Road 15A, Manning Trail, will become CSAH 15. CSAH 1, Lofton Avenue, will become CR 91. This will allow state highway funds to be used for improvements to Manning Trail in the future, and will allow Chisago County to use state funds to improve the roadway north of the county line. Council heard the report and by consensus agreed with the proposal.

GRANT FOR ACCESSIBILITY IMPROVEMENTS TO THE COMMUNITY CENTER
(RESOLUTION 02-16-10-02)

The Minnesota Office of the Secretary of State has identified grant funds available to local governments to pay for automatic door openers to make polling places more accessible to individuals with disabilities. The grant funds are expected to pay for the majority of the costs associated with installing a typical automatic door. If the grant is significantly less than the installation cost, the city does not have to accept the grant or install automatic door openers.

Crum, second by Peterson, moved to approve Resolution 02-16-10-02 Authorizing Application for Election Assistance for Individuals with Disabilities (EAID) Grant Program. The motion passed unanimously.

REVISED DUST CONTROL POLICY

During the 2010 budget process, the Council decided to pay for an annual dust control application to the few remaining gravel roads. It was decided that the amount of revenue collected from the residents was small in relation to the time and resources involved in charging a cost to the residents. The City will continue to arrange dust control on some private roads, parking lots and on streets in the City of Marine, charging back the cost billed by the contractor. Dust control on 185th Street will be handled with special provisions outlined in the Annual Operators Permit for the Bracht gravel mine. **Peterson, second by Crum, moved to adopt the revised Dust Control Application Policy. The motion passed unanimously.**

Peterson, second by Amos, moved to adjourn. The motion passed unanimously.

The meeting adjourned at 7:46 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk