

March 9, 2016

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 Neil Soltis, Public Works Director Dave Williams and Deputy Clerk Brenda Eklund.

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

APPROVAL OF THE AGENDA

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

DISCUSSION OF THE ROLE OF THE PARKS AND RECREATION COMMITTEE

Administrator Soltis introduced a discussion on the role of the Parks and Recreation Committee. Parks Committee Chair Ryan Jinks and Office Assistant Judi Negus were present to contribute to the discussion. Soltis explained that the Council last reviewed the duties and functions of the Committee in 2012, and since that time most staff and members are new. Soltis said it would be helpful to have clarity on the expectations of staff and members as it relates to planning and operation of the Parks. Soltis noted that it appears the PRC's secondary functions, overseeing recreation programs and special events, has become the primary function, which should be the long-range planning and development of city parks and open spaces. It was also recommended that the relationship between the PRC and the community group Friends of Scandia Parks be understood to better collaborate on future park projects and volunteer opportunities.

Further discussion concluded that the Parks Committee would focus on developing a plan of goals, including coordination with community groups such as the Friends of Scandia Parks, Lions Club, and the Veterans Memorial Committee, and then hold a joint meeting with the City Council in July to further discuss long-range planning and budgetary needs.

REVIEW APPLICATIONS AND SCHEDULE INTERVIEWS FOR PARK AND RECREATION COMMITTEE VACANCY

Four applications were received to fill the vacancy on the Parks Committee due to Bard Borg's resignation. The Council agreed to conduct interviews on March 22 beginning at 6:00 p.m. with a possible appointment made at the conclusion, in order to have the PRC at full membership in time for their April 4th meeting date.

DISCUSSION ON FILLING VACANCY ON THE FOREST LAKE CABLE COMMISSION

Dan Swanson has submitted his notice of resignation from the Forest Lake Cable Committee due to a move out of Scandia. The Council directed staff to advertise for the vacant citizen representative position.

DISCUSSION ON PILAR ROAD COMPLAINT REGARDING DITCHING PROJECT

Public Works Director Dave Williams explained a complaint from a resident made last month that involved a school bus going into the ditch at the corner of Penfield and Pilar Road. The

resident was concerned that the ditch work performed last year has created unsafe driving conditions. A site visit attended by Mayor Simonson, Administrator Soltis, City Engineer Goodman and PW Director Williams concluded that modifying the grading of the road to eliminate the high crown would be helpful, along with installation of reflective markers at the curve. Council was in consensus to direct Williams to make these improvements rather than incurring costs from the City Engineer.

The topic of spring weight limits was brought up and Council member Schneider directed staff to add discussion of an ordinance addressing road restrictions to a future meeting agenda.

WASHINGTON COUNTY OAKHILL ROAD IMPROVEMENT PROJECT

Washington County will be repaving Oakhill Road (County 52) in 2017 and has requested input from the City on any additional items that could potentially be added to the road improvement project that runs through Scandia's downtown area. Public Works Director Williams consulted with Engineer Goodman and presented the following items for consideration:

- Review existing striping for the potential of narrowing the driving lanes from 12 feet to 11 feet and gain a wider shoulder to accommodate vehicle parking and pedestrian use.
- Review the 209th St. and County 52 pedestrian ramps for ADA compliance.
- Review storm catch basins rings and the doghouse for erosion and infiltration.
- Check ditching for any erosion.
- Check the black top driveway apron for a 4 foot clearance.
- Review for any curb repair.
- Check signage and replace if they do not meet reflective standards.

The Council was in consensus that Engineer Goodman communicate this wish list to the County and determine if the City would incur any construction costs.

DISCUSSION ON STRIPING OF CITY ROADS AND THE 2016 COUNTY STRIPING CONTRACT

Washington County has inquired if Scandia would like to be included in their 2016 road striping contract, which they estimate to be approximately \$0.045 per foot. Public Works Director Williams presented road segments that he recommended be striped with a double yellow centerline. It was decided that any roads identified for future sealcoat projects in the next few years not be included, and the focus would be the City's minor collector roads. Roads to be striped in 2016 are Oxboro Avenue, 228th Street west of Manning and 228th Street from Lofton to Meadowbrook. Striping costs would come from the Contractual Road Maintenance line item in the budget.

Administrator Soltis recommended that a policy be discussed that would identify criteria in determining which roads are striped and how often. Soltis recommended only minor collector roads within Scandia be identified for striping. The policy would also give guidance for budgetary planning. Council directed staff to develop a policy for discussion at a future meeting.

CLOSED SESSION – EVALUATION OF PUBLIC WORKS DIRECTOR

The Scandia City Council went into a Closed Session under MN Stat. 13D.05, subd. 3(a) for the purpose of conducting an evaluation of the Public Works Director. The Council will summarize its conclusions regarding the evaluation at the meeting scheduled for 7:00 p.m., Tuesday, March 15, 2016.

ADJOURNMENT

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

The meeting adjourned at 8:49 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk