

August 5, 2020

A work session meeting of the Scandia City Council was held on the above date with modifications. Due to the health advisory issued by the State regarding the COVID-19 outbreak, to avoid public gatherings and limit social contact, the meeting was conducted over an electronic platform. All council members and staff who joined the meeting remotely could hear each other and contribute to discussions. City Administrator Cammilleri and City Clerk Eklund were present in the Council Chambers. Cammilleri was the presenter and displayed the meeting materials for participants to view on their remote screens.

Mayor Christine Maefsky called the meeting to order at 6:32 p.m. The following were participants to the meeting: Council members Jerry Cusick, Steve Kronmiller, Chris Ness, Patti Ray and Mayor Christine Maefsky. Staff participating: City Administrator Ken Cammilleri, City Engineer Ryan Goodman, Public Works Director Adam Hawkinson, Office Assistant Bee Stignani, and City Clerk Brenda Eklund.

APPROVAL OF AGENDA

City Administrator Cammilleri presented additions to the agenda:

- 2a) Discussion on temporary modifications to Layton Avenue for stormwater runoff
- 2b) Discussion on the website redesign project
- 6a) Discussion on sign replacement at Log House Landing

Ray, seconded by Ness, moved to approve the agenda as amended. Motion carried 5-0 by roll call vote.

DISCUSSION ON TEMPORARY MODIFICATIONS TO LAYTON AVENUE FOR STORMWATER RUNOFF

City Engineer Goodman reported on temporary drainage improvements that could be made on Layton Avenue to address stormwater runoff issues in this neighborhood. Staff had met at this location last week to study potential solutions. Two options were presented, with Option 2, construction of a mountable bituminous curb in front of 19123 Layton Avenue, as the preferred temporary solution. Goodman explained that this would not change drainage patterns and will have the least effect on other property owners. Long-term improvements for stormwater management are proposed once the Watershed completes the survey work in 2021 as part of the on-going water quality study. These improvements may qualify for grant funding.

Jeff Dahlberg, neighborhood resident, noted his concern that directing water north may increase the flooding problems at 19169 Layton Avenue.

Mayor Maefsky explained that no decisions are being made at this point – this is an introduction to possibilities for further discussion at future meetings.

DISCUSSION ON THE WEBSITE REDESIGN PROJECT

Office Assistant Bee Stignani described the website design pages as approved by the Tourism Committee at their July 14th meeting. City Council's formal approval was requested so that the design project can proceed into Phase 3 and be ready to go live at the end of this year. Stignani

explained that the Tourism Committee could have an interior page exclusive to their use; however, the full Committee had not yet had an opportunity to discuss its design. Due to the timeline limitations, staff recommended the project continue to proceed as presented.

Council member Kronmiller asked if the new website will be guaranteed to be ADA compliant. Stignani noted that the contract with Revize states that it will be.

Kronmiller, seconded by Ray, moved to approve the website design as recommended by the Tourism Committee. The motion carried 5-0 by roll call vote.

INTRODUCTION OF POTENTIAL NEW MUNICIPAL FINANCIAL ADVISOR – EHLERS & ASSOCIATES, JASON AARSVOLD

City Administrator Cammilleri introduced Jason Aarsvold, municipal financial advisor with Ehlers & Associates, to discuss the firm's public finance services. Cammilleri explained that he has past experience with this firm and the favorable assistance they can provide as independent municipal advisors for special assessments, bonding and economic development projects. Cammilleri said that a financial management plan would be beneficial for long-term forecasting, especially for the community sewer systems.

Council was in consensus to direct staff to gather more information on a potential agreement with the firm for further discussion at a future meeting.

DISCUSSION ON SCANDIA-MARINE LIONS COVID-19 PREPAREDNESS PLAN FOR USE OF COMMUNITY CENTER KITCHEN AND LIONS PARK SHELTER

Scandia Marine Lions President Chuck Draheim joined the meeting to discuss the group's request to hold meetings at the Hay Lake Park Shelter following the guidelines of their Covid-19 Preparedness Plan. Under the Governor's executive order and following guidance from other agencies, social gatherings must follow safety protocol to minimize the spread of the Covid-19 virus.

Council discussed the Stay Safe MN guidelines which are periodically updated, and recommended the City Administrator confirm the Lion's adherence to them.

Maefsky, seconded by Ray, moved to approve the request for the Scandia-Marine Lions to conduct their meetings outdoors at the Hay Lake Park Shelter with the condition that the City Administrator confirm that the Lions Covid-19 Preparedness Plan adheres to the MN Department of Health guidelines. Council member Kronmiller added that the plan should include a temperature check station that logs this information on each member, and the hand sanitizer description use the correct guidance language for technical clarity. The motion carried 5-0 by roll call vote.

DISCUSSION ON EXCHANGE OF SERVICE AGREEMENT WITH ABRAHAMSON'S NURSERY

City Administrator Cammilleri presented an agreement for the exchange of services with Abrahamson's Nursery. In exchange for use of the City's equipment and staff to grade the newly installed driveway and parking lot at 20168 St. Croix Trail, the nursery business will provide

landscaping services on the grounds of the Community Center in valuation equivalent to the use of the equipment. Dan Sandager provided a scope of materials and labor for the landscaping of \$1,286.

Cammilleri reported that the City Attorney had approved the agreement's language. Council was in consensus to support the exchange of services as it appeared to be equitable.

Ray, seconded by Cusick, moved to approve the Driveway Maintenance Agreement with Scandia Estates for exchange of services. The motion carried 5-0 with a roll call vote.

CARES ACT ELECTION FUNDING – RESOLUTION NO. 2020-27 TO ACCEPT FUNDS

City Clerk Eklund explained that Washington County has received CARES Act grant funds that it will distribute to municipalities specifically for costs associated with Covid-19 preparedness for the primary and general elections. Scandia is allocated \$1,790.77. A resolution accepting the funds was presented. Any unused portion will be returned to Washington County to claim for their costs associated with absentee balloting.

Ray, seconded by Ness, moved to adopt Resolution No. 2020-27, Accepting CARES Act Election Funding from Washington County. The motion carried 5-0.

Administrator Cammilleri reported on the CARES Act funding received by the City in July in the amount of \$311,000. Covid-19 related expenses will be booked following the criteria for use of funds, will be reported to the state in August, and remaining funds proposed as:

- Installing a service window at the City office for approximately \$6,000-\$8,000.
- Reserving \$20,000-\$25,000 primarily for emergency services or other unexpected Covid-19 related expenses.
- The remainder of the funds would go into a Covid-19 Business Grant Relief Program based off of the program currently being administered by the Washington County CDA.

DISCUSSION ON SIGN REPLACEMENT AT LOG HOUSE LANDING

Administrator Cammilleri explained that the DNR is proposing to replace signs at the Log House Landing with one consolidated Scenic Riverway sign; however the Parks Ordinance which allows the City Clerk to approve signs exempts the boat launches from the rules that govern parks. Council member Cusick explained the reasoning that boat launches were exempted because lawful presence of firearms and no enforcement of park hours allows for hunters to use the launches.

A picture of the proposed sign was viewed. Council was in full consensus to direct City Administrator Cammilleri to communicate to the DNR that the sign is approved.

DISCUSSION ON SETTING SPECIAL 2021 BUDGET PLANNING WORKSHOPS

City Council will meet at 6:00p.m. for a Special Budget Planning Workshop on August 18th, one hour prior to their regular meeting, to begin a review of the City's 2021 budget. Mayor Maefsky and Council member Ray requested printed budget books.

ADJOURNMENT

Ray, seconded by Ness, moved to adjourn the meeting. Motion carried 5-0 by roll call vote.

The meeting adjourned at 8:12 p.m.

Respectfully submitted,

Brenda Eklund
City Clerk