

August 18, 2015

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 Bob Hegland, Dan Lee, Chris Ness, Jim Schneider and Mayor Randall Simonson. Staff present: City Administrator Kristina Handt, City Attorney Nick Vivian, City Engineer Ryan Goodman, Fire Chief Mike Hinz, Public Works Director Dave Williams and Deputy Clerk Brenda Eklund.

PUBLIC FORUM

Chris Richner, 15261 Old Marine Trail, stated that the dust control application this year is inadequate since road traffic is generating lots of dust along 185th Street, Oakgreen, Parade and Old Marine Trail. He asked what happened as compared to previous years when the dust suppressant was visible on the road and this year there is no evidence of it. City Engineer Goodman was asked to address this later in the meeting as part of his report. Mr. Richner also asked that a reduced speed of 45 mph be posted at the south end of Old Marine Trail due to the curve in the road and the connection at Parade Avenue. Administrator Handt explained that the state sets speed limits and the process begins with a speed study. Public Works Director Williams was asked to follow up on this request.

Lisa Schlingerman, Quint Avenue, reminded Mayor Simonson that he had toured the Crystal Springs property and he noted that he had.

Mark Lillemoen, 15097 Old Marine Trail, asked that a curve sign be installed on the south end of Old Marine Trail to warn drivers of the sharp curve. He said a number of cars have driven off the road here. Mr. Lillemoen also asked when the issue of paving their roads would be back on the agenda. Administrator Handt invited him to attend the Council's budget meeting on August 19th for more discussion on this.

APPROVAL OF AGENDA

Hegland, seconded by Lee, moved to approve the agenda as presented. The motion carried 5-0.

CONSENT AGENDA

The following Consent Agenda was presented:

a) Minutes

- 1) July 21, 2015 Regular Meeting
- 2) July 28, 2015 Special Meeting
- 3) August 11, 2015 Special Meeting

b) Treasurer's Report

Beginning Balance 07/01/2015	\$2,798,532.54
Receipts	+ <u>1,475,931.59</u>
Expenditures \$166,593.67	
Payroll + <u>28,174.12</u>	- \$194,767.79
Adjustments: State Surcharges	- <u>\$1,162.61</u>
Ending Balance 07/31/2015	\$4,078,533.73

- c) Payment of Vouchers
- d) Extension of City Administrator's Resignation Date
- e) 2016 LAYSB Contract Renewal
- f) 2016 Health Insurance Renewal (*Resolution 08-18-15-01*)
- g) Special Event Permit, Gammelgarden, Apple Away 5k, September 26, 2015
- h) Scandia-Marine Lions Foundation Temporary On-Sale Liquor License (October 15, 2015)
- i) Special Event Permit, Meisters, Taco Daze, September 11 and 12, 2015
- j) Authorization for Meisters to sell beer at Taco Daze Beer Garden, September 12, 2015
- k) Firefighter Pay Increases for Completion of Probationary Period and Certifications
- l) Contractor's Request for Payment No. 1, 2015 Seal Coat Project

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

BUILDING OFFICIAL

The Council received Building Official Chuck Preisler's activity report. Twenty permits were issued in July.

POLICE REPORT

Commander James Gribble was present to answer any questions in the absence of Deputy Yetter.

Mayor Simonson read a statement from Washington County Sheriff Hutton regarding the issue of eliminating the police services contract that was discussed during the Council's recent budget meetings. Hutton reiterated the points made at a work session he attended in February 2015. Without contracted police services, there would be no deputy presence, response times would be greatly impaired, action to routine calls such as theft or property damage would be delayed or have no response, nor there would be assistance with ordinance violations or to medical calls. Hutton noted that the \$28 per capita cost to Scandia residents is far below what cities with municipal police departments are funding. Hutton also wrote that Scandia receives more than the contracted 40 hours per week coverage as Scandia is given priority with the back-up cars, and eliminating the contract is a significant safety decision. Hutton offered to attend any future meetings to further discuss the issue.

FIRE DEPARTMENT

Fire Chief Hinz reported that the department responded to 23 calls last month; 7 fire calls and 16 medical calls. Mutual aid was provided to a house fire in Forest Lake.

CITY ENGINEER

Engineer Goodman responded to the complaint of inadequate dust control and explained that they did test the application and verified that the dust suppressant was applied uniformly; summer rains and traffic may have diluted the product. Goodman suggested that next year's application rate could be increased and his firm could provide inspection during the application, but that would increase the costs.

Paving the Lilleskogen parking lot is scheduled for next week, with completion of the lot anticipated by September 11th. The sealcoat project is complete and there will be 2 sweepings of the loose rocks. The Community Center lot will be striped after the second sweeping. The construction of a turn lane at Highway 97/Lofton Avenue has been delayed due to too high initial bids for the project and will be rebid for next year.

PUBLIC WORKS

Public Works Director Williams reported on the department's activities. Automatic Systems should have the SCADA system running by the end of the week. The gravel roads and the Log House Landing road have been graded to repair washouts. Extra gravel from the Quinnell project was spread on Pilar Road and compacted with a roller. Williams was directed to look at the speed limit request on Old Marine Trail.

CITY ADMINISTRATOR

Administrator Handt reported that code enforcement issues are being handled and that a stop work order was issued and corrective actions for permit compliance was required for a project on Norrell Avenue. The Wastewater Committee has recommended that septic maintenance remain in-house for the 201 and Uptown Systems for the upcoming year. A draft of the fall newsletter will be ready for the September Council meeting. The recruitment firm for the city administrator position reported that thirteen applications have been received so far.

SPECIAL EVENT PERMIT, CHIKOS BAR & GRILL (TACO DAZE BASEBALL GAME, SEPTEMBER 11, 2015)

Sally Swanson, on behalf of Chiko's Bar & Grill, presented an application for a Special Event Permit for a ballgame at the Wayne Erickson Field on September 11, 2015 (the Friday of Taco Daze Weekend). Swanson will act as coordinator for the evening event which plans ball games between the Washington County Historical Society and the Women's Softball teams. Chiko's will serve food and drinks, including beer, out of the concession stand. Recycling containers and additional trash containers will be provided. Staff listed a number of conditions including submission of health department permits and a Workers Comp certificate of compliance.

Ness, seconded by Hegland, moved to approve the Special Event Permit for Chiko's for September 11, 2015 with conditions as listed in the staff report. The motion carried 5-0.

AUTHORIZATION FOR CHIKO'S TO SELL BEER AT TACO DAZE BASEBALL GAME, SEPTEMBER 11, 2015

Chiko's Bar & Grill has applied for an Off-Premise Temporary Liquor License to sell beer out of the concession stand at Wayne Erickson Field on September 11, 2015. A site plan and fee were received. Administrator Handt noted that since there will not be a roped off beer garden, consumption must remain within the park and monitored for underage consumption.

Ness, seconded by Hegland, moved to authorize Chiko's to sell beer at the Wayne Erickson Ballfield on September 11, 2015 with consumption to remain within the park. The motion carried 5-0.

CRYSTAL SPRINGS SCIENTIFIC AND NATURAL AREA (SNA)

Bob McGillivray, MN Trust for Public Land, was present to explain a proposed acquisition of 38 acres of land northeast of the intersection at Highways 95 and 97, which would become a new DNR Natural and Scenic Area. McGillivray described the land as unique with outstanding biodiversity, stunning geologic features including a waterfall, steep rocky cliffs, and a cold-water stream. The area is a habitat for high quality native plant communities and several rare species of birds and plants. The acquisition requires County Board approval, being presented later this month, and McGillivray asked for the City's comments on the proposed SNA. He noted that protecting the land from development and preserving its natural state promotes the goals of the City's Comp Plan.

Bill Bleckwenn, DNR Planner, discussed the management and uses of the SNA. SNA sites are open to the public for light, non-motorized uses. Hunting would not be allowed in this SNA.

Mayor Simonson asked if the adjacent farm field could be impacted in any future decisions made by the DNR related to the preservation of the SNA. McGillivray stated that the land has retained its characteristics over the many years that agriculture operations have been occurring and he does not foresee any changes that would affect farming practices.

Council member Schneider asked if there could be problems of public overuse of the site. McGillivray explained that the DNR will monitor for erosion issues and can implement conditions to limit impacts if needed, but typically they maintain a hands-off approach.

Mayor Simonson asked if access to the stream monitoring equipment related to the Zavoral gravel mine would continue after the acquisition from the private landowner. McGillivray stated that they are aware of the mine activities and do not see that as a hindrance in creating the SNA. He will talk with the monitoring coordinator and does not expect any changes related to the monitoring activities.

Council member Ness asked if there would be access to the SNA from Highway 95. McGillivray stated that there is a 50-foot easement lane from 95 along the north boundary with an existing two-lane gravel driveway, which will also have room for parking. Signage will be installed at this access similar to the Falls Creek SNA just to the north. Council member Schneider asked about an access from 220th, but there is no intention to use this easement as an access to the site.

Mayor Simonson stated that Commissioner Miron asked for direction from the City if it's supported or not, and all members of the Council verbally voiced their support.

**SHARED EASEMENT LANGUAGE WITH CARNELIAN-MARINE-ST. CROIX
WATERSHED DISTRICT ON SAND LAKE IRON FILTER AND 197TH RAVINE
PROJECTS**

Administrator Handt presented background information from a joint meeting in 2013 with the Carnelian Marine Watershed that discussed erosion control and water quality projects. The Watershed is proceeding with improvements to 197th Street, a roadway towards the St. Croix

River, and installation of a sand iron filter near Sand Lake. The Watershed recently asked to have the City named in the easement agreements with the private property owners where these projects will be located. Staff recommended not having the City named since these are Watershed projects, not City projects, and there could be possible future liability and costs.

Car-Mar Watershed Administrator Jim Shaver was present and explained that they have removed the request for collaboration with agreements for the Sand Lake filter, but are looking to have the City share in the easements and maintenance for the 197th Street ravine stabilization project. Shaver explained that the Watershed is looking to finish the project and hand off maintenance to the City. He stated that in 2007 the City redirected a large portion of storm water without mitigating the runoff effects from the top of the hill, and should share in the responsibility of erosion control. Future maintenance could be cleaning out the basins as needed, but Shaver could not determine actual costs until the project was installed and tasks undertaken.

Council member Lee stated that the Watershed is helping the City's road and protecting the river, and the project could get more expensive in the future if nothing is done now. Council member Schneider noted that it could be a struggle to add more maintenance tasks to the PW department. Council member Hegland said that there should be future discussion once a baseline of costs is established.

Mayor Simonson asked for Engineer Goodman's comments on the project plans. Goodman had concerns that the HDP pipe at the bottom of the hill may not withstand the force of storm water. He advised changes to the design if the City were to take this on as public infrastructure. Shaver stated that he would address these comments with the Watershed's engineer.

Shaver stated that the project will be going forward this fall and would like to continue to discuss a maintenance agreement with the City. Simonson noted the management and upkeep concerns now that the dynamics of the project changed from installation in the right-of-way to private property. The Council agreed that more data needs to be gathered and directed City Attorney Vivian to review the easement agreements for potential liability.

SOLAR POWER PURCHASE AGREEMENT

City Attorney Vivian presented a Solar Power Purchase Agreement between the City and Novel Energy Solutions to install solar panels on the roof of the fire station, at no cost to the City. The system is designed to feed the building at 85% of Xcel's price; any excess energy will be sold back to Xcel Energy. If additional energy is needed beyond what is produced by the panels, the energy will be drawn from the grid. The agreement runs for 20 years, at which point the City has the option to purchase the system. Vivian stated that these systems are being installed in many locations around the state.

Duane Hebert, Novel Energy, was present to answer questions and explained that the solar panels should be installed by the end of the year. The approximate savings should be \$80-\$100 a month.

Fire Chief Hinz asked if the panels will interfere with the building's planned roof replacement. Mr. Hebert stated that the panels can be easily removed and in the long run extend the life of a roof by shading UV rays onto the rooftop. He also explained that the roof is structurally capable of handling the panels which will be maintenance free once installed.

Mr. Hebert stated that the company would like to display a monitor screen for the public to view to showcase the energy savings. The Community Center would be a likely location for this, and would tie into the GreenStep Cities program which the City participates in.

Council member Ness questioned the visibility of the panels. Mr. Hebert explained that the panels will be installed at a height of 2 to 3 feet off the rooftop and would not be clearly visible. There would be a few conduit pipes running down into the building.

Simonson, seconded by Hegland, moved to accept the Solar Power Purchase Agreement with Novel Energy Solutions and authorized staff to complete the agreement. Ness asked that screening of the panels be provided if there are complaints. Mr. Hebert stated that they would be responsive to any complaints. The motion carried 5-0.

LOCAL UNION NO. 49 OPERATING ENGINEERS COLLECTIVE BARGAINING AGREEMENT, 2015-2017

Administrator Handt presented the collective bargaining agreement that was recently approved by members of the maintenance staff. Negotiations had begun after the members voted to form a union in December 2014. Handt explained that the City is in a good position with this final agreement, which adopts pay raises effective July 1st. The agreement contains provisions to handle on-call situations, which the Public Works Director will oversee and will continue past practices.

Simonson, seconded by Hegland, moved to approve the Labor Agreement between the City and Local No. 49 as presented. The motion carried 5-0.

CHANGE ORDER NO. 2, QUINNELL AVENUE

Engineer Goodman reported that the pavement depths on Quinnell Avenue were misreported by the contractor that did the soil borings report last year. The greater depth of pavement encountered in the field required the Quinnell Avenue project to change from a bituminous reclamation to a mill and overlay project. A change order was presented that reduced the cost of the project by \$71,598.25. The excess gravel that was delivered for the initial work was relocated to Pilar Road and graded out by the public works staff. Goodman stated that he met with Northern Technologies and the firm will submit a revised soil borings report at their cost.

Simonson, seconded by Hegland, moved to approve Change Order No. 2 for the Quinnell Avenue Improvement Project. The motion carried 5-0.

PAY REQUEST NO.1, QUINNELL AVENUE

Engineer Goodman presented the contractor's request for the first payment for services provided on the Quinnell Avenue project and recommended payment of \$139,188.82.

Simonson, seconded by Hegland, moved to approve Payment No. 1 to Dresel Contracting in the amount of \$139,188.82 for work performed on the Quinnell Avenue Improvement Project. The motion carried 5-0.

CITY ADMINISTRATOR JOB UPDATES

Administrator Handt presented a revised job description following a meeting with the recruitment firm on July 28th. Performance tasks related to union negotiations and direction to the EDA were added. Handt recommended the addition of code enforcement duties that were taken on since the elimination of a Building Official in 2011, with language stating “receive, investigate and document complaints regarding property maintenance, construction and other land-use activities”.

Simonson, seconded by Lee, moved to amend the City Administrator job description as recommended. The motion carried 5-0.

ADJOURNMENT

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

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk