

November 19, 2019

A regular meeting of the Scandia City Council was held on the above date. Mayor Christine Maefsky called the meeting to order at 7:00 p.m. Following the Pledge of Allegiance, roll call was taken. The following members were present: Council members Jerry Cusick, Steve Kronmiller, Chris Ness, Patti Ray, and Mayor Christine Maefsky. Staff present: City Administrator Ken Cammilleri, City Engineer Ryan Goodman, City Attorney Eric Sherburne, Police Deputy David Peters, Public Works Director Adam Hawkinson, Treasurer Colleen Firkus and Deputy Clerk Brenda Eklund.

PUBLIC FORUM

Scandia Good Neighbor Proclamation

Mayor Maefsky presented a Scandia Good Neighbor Proclamation to Robin and Randy Leiter for their kind acts and good works as nominated by neighbor Rod Negus.

Chad Nelson, 12768 170th Street, May Township, explained his variance request to build a single-family dwelling at 18630 Norell Avenue which was tabled by the Planning Commission at their last meeting due to the extent of the variances. He said he had purchased the property in 2016 and designed the home to meet a 10' sideyard setback. Mr. Nelson asked for clarification on the current 20' setback requirement which changed with adoption of the shoreland management regulations in 2018. City Administrator Cammilleri offered to work with Mr. Nelson on his survey in preparation for the next Planning Commission meeting.

There were no other comments from the public.

APPROVAL OF AGENDA

Emergency culvert repairs on 220th Street was added as Agenda Item 8.f1. The presentation from MnDOT was moved up in the agenda order from 9.a to 6.1.

Ray, seconded by Cusick, moved to approve the agenda as amended. Motion carried 5-0.

CONSENT AGENDA

The following Consent Agenda was presented:

- a) Minutes
 - 1) October 15, 2019 Council Meeting
 - 2) November 5, 2019 Work Session
- b) Treasurer's Report

Beginning Balance 10/1/2019	\$4,367,473.81
Receipts	\$33,298.34
Expenditures \$208,024.10	
Payroll <u>\$41,794.03</u>	\$(249,818.13)
Ending Balance 10/31/2019	\$4,150,954.02
- c) Payment of Vouchers
- d) Resolution No. 11-19-19-01 Designating the Polling Place for 2020 Elections
- e) Special event permit – Minnesotan Cup Adult Hockey Tournament
- f) Request to waive fireworks permit application fee for Vinterfest

- g) Approve 2020 Tobacco License Renewals: AJL Enterprises dba Scandia Olde Towne Liquor, Federated Co-ops, Inc. dba Speedway
- h) Approve 2020 Liquor License Renewals: AJL Enterprises, Inc. dba Scandia Olde Towne Liquor (Off-Sale)
- i) Approve the hiring of Ice Rink Manager and Ice Rink Attendants

**Ness, seconded by Kronmiller, moved to approve the Consent Agenda as presented.
Motion carried 5-0.**

PUBLIC HEARING: CERTIFICATION OF UNPAID CHARGES FOR THE 201 SEWER SYSTEM FOR COLLECTION WITH PROPERTY TAXES (RESOLUTION NO. 11-19-19-02)

Treasurer Firkus presented the listing of unpaid charges for users of the city's 201 sewer system. The property owners received notice that they have the opportunity to dispute the charges at the public hearing. Attorney Sherburne noted that the ordinance referenced in the resolution should be changed to Ordinance No. 202.

Mayor Maefsky opened the public hearing at 7:15 p.m. There were no comments and the hearing was closed.

Ness, seconded by Kronmiller, moved to adopt Resolution No. 11-19-19-02, Certifying Unpaid Charges for the "201" Community Sewage Treatment for Collection with Property Taxes as corrected to Ordinance No. 202. Motion carried 5-0.

MN DEPARTMENT OF TRANSPORTATION / MN ZOO FENCING PROJECT REPORT

Tricia Markle, MN Zoo Researcher and Christopher Smith, MN DOT Wildlife Ecologist, presented information on the 700' of wildlife fencing installed this fall along both sides of Highway 97 west of Odell Avenue. Markle described that this roadway with wetlands on both sides is one of the state's highest turtle mortality sites, and was chosen for a 3-year project on mortality reduction with use of a chain-link fence buried into the ground with wraparounds on the ends to redirect the turtles back to the wetlands or through the culvert. Markle reported that the fencing has shown to be effective with a reduction in road mortality counts done this fall, and will continue to be monitored over the next few years.

Mayor Maefsky expressed concerns on the aesthetics of the chain-link fence and its incompatibility with the city's architectural guidelines. Mr. Smith explained the expense of alternate barriers and the height as needed for snowmobiling safety. He noted that reeds and cattails growing in next year will help to block its visibility. There may be potential for MN DOT to partner with the City on a vegetative landscaping plan, and staff was directed to contact Todd Carroll at the state.

Sue Rodsjo, 21415 Pomroy Avenue, said this stunning viewshed is now interrupted and eroded by a fence. Rodsjo requested that more be done in the future to inform the city when projects such as this arise.

Greg Zauner, 15171 Pilar Road, asked if the turtle tunnel design installed on County Road 4 was considered instead of fencing. Mr. Smith responded that the tunnels installed by Washington County were custom made in Europe, and would not be practical or effective at this site.

Council member Ray said the design of the fence is not working for us, and asked for other options that would better fit the aesthetics of Scandia.

PARK AND RECREATION COMMITTEE

Greg Zauner reported on the Vinterfest schedule of events, being held on January 25, 2020. At their November 4th meeting, the Committee discussed the Lions donation for the purchase of benches in the Uptown area.

PLANNING COMMISSION

Recommendation of Variance Extension at 19235 Larkspur Avenue North

The Planning Commission recommended approval of a variance extension for 3 years to Shannon Mulvehill at 19235 Larkspur Avenue for the construction of a detached garage.

Ray, seconded by Ness, moved to approve a 3-year variance extension until February 19, 2023 for the construction of a garage at 19235 Larkspur Avenue. Motion carried 5-0.

BUILDING OFFICIAL

Building Official Chuck Preisler's report on building activity was received. In October, 24 permits were issued at a valuation of \$430,191.

POLICE DEPARTMENT

Police Deputy Peters explained that the numerous gas drive-offs in the summary report were accidental due to the faulty pumps at Speedway, and the department assisted in locating the drivers for reimbursement to the business. Peters is ticketing truck drivers for jake braking, and reported on a high speed chase through Scandia in the overnight hours of November 3rd.

FIRE DEPARTMENT

The October activity report was received. the department responded to 4 fire calls and 5 medical calls last month.

CITY ENGINEER

Presentation on the Bliss Addition Stormwater Feasibility Report

Bolton & Menk Engineer Tim Olson described the study for the Bliss Addition for stormwater management strategies that would improve water quality in Big Marine Lake and mitigate routine surface flooding in the residential area. Best management practices in north and south management areas were identified with construction of modified infiltration ditches, rain gardens and sediment/solids capture areas. Costs to implement the designs for the north management area is estimated at \$330,000 and \$103,000 for the south area.

Mr. Olson described the next steps are to approve this draft plan which will go forward to the Carnelian-Marine-St. Croix Watershed to be implemented into their plans for future grant funds for water quality improvements.

Jeff Dahlberg, 19115 Layton Avenue, asked for one more neighborhood meeting to inform the Bliss residents of the final study. He also noted that street sweeping would reduce degrading leaves adding phosphorus to the lake.

Mike Isensee, CMSCWD Administrator, said that this report will be incorporated in a larger analysis of the next Watershed Management Plan for potential grant funding, estimated for 2022, with implementation in 2023-2025. The project would coincide with the City's capital projects for street improvements in this area.

PW Director Hawkinson added that bio infiltration and stormwater basins are effective for groundwater filtration.

Kronmiller, seconded by Ray, moved to approve the Bliss Addition Stormwater Planning Feasibility Report as presented.

Washington County Draft Capital Improvement Plan (CIP) 2020-2024

Engineer Goodman presented a draft letter of comments that he will submit to the County for their preparation of the County's final CIP which plans for future roads, parks, trails, transit and public facilities. Goodman advocated for a northerly regional trail system, a commitment to the planned improvements on County Road 3 (Olinda Trail), and safety and traffic improvements at the intersection of CSAH 15 (Manning Trail) and Highway 97.

Council member Ray recommended the letter address the concerns of the intersection at County Road 52 (Oakhill Road) and Hwy 97 that limits driver and pedestrian sight distance when trying to cross the intersection. Goodman stated that he will request that safety improvements at the intersection be explored that may include improved intersection lighting, enhanced signing, and installation of an intersection conflict warning system.

PUBLIC WORKS DIRECTOR

Public Works Director Hawkinson reported that holiday lighting preparations have begun, and the snowplows are ready for the season.

Culvert Repair on 220th Street

Hawkinson reported on a failed culvert on 220th that is completely deteriorated on the underside which created a sink hole and consequently filled the culvert with soil so it is completely blocked. The culvert allows drainage of a large area to the south of the roadway. He obtained two quotes for replacing it with reinforced concrete pipe to be set at an elevation approved by the engineer and watershed district staff, funded with the Contractual Road Repairs budget.

Dresel Contracting: \$24,780.00

R.E. Peterson Excavating: \$19,900.00

In response to concerns that 220th Street is scheduled for future street improvements, Hawkinson explained that the concrete pipe can stay in place through the next road project and has benefits of allowing the roadway to settle over the next two years.

Ray, seconded by Kronmiller, moved to accept the quote from R.E. Peterson in the amount of \$19,900 for culvert repairs on 220th Street. Motion carried 5-0.

CITY ADMINISTRATOR

City Administrator Cammilleri reported that tobacco license holders were provided the new Tobacco 21 ordinance and signage, zoning verification letters will be implemented to provide formal feedback, action is being taken for the excess animals on Scandia Trail property, and citations will be going to those users of the 201 system who did not respond to the multiple requests for sump pump inspections.

Cammilleri explained that the groundwater engineer who completed the annual inspections at the Tiller mine has switched firms, and the contracted firm no longer has staff to fill this position. Council approval was requested to contract this service with Leonard Rice Engineers to allow the engineer to continue groundwater evaluations at the Tiller gravel mine.

Ness, seconded by Ray, moved to approve a contract with Leonard Rice Engineering for annual groundwater evaluations at the Tiller gravel mine. Motion carried 5-0.

SCANDIA HERITAGE ALLIANCE PROPOSAL FOR WATER TOWER BARN

Sue Rodsjo, Architect Peter Hilger, and John Herman of the Scandia Heritage Alliance presented a conceptual proposal to create an Arts & Heritage Center on the city's south ballfield along Olinda Trail. The group plans to renovate the historic Scandia Water Tower Barn on the site as part of a larger indoor/outdoor community development project. They proposed a 50-year lease with the City at \$1 per year for the ballfield site, to show a commitment for site control that will aid in funding requests for development of an arts center and amphitheater. Because the site is near wetlands, soil testing needs to be completed to verify if soils are compatible for the planned development.

Mayor Maefsky noted that she is a member of the Scandia Heritage Alliance Board, and said that an arts and cultural center would add viability to the downtown area. Council member Kronmiller said this appears to be a wonderful plan and will help drive growth to Scandia businesses. Council member Ness and Ray remarked on the thorough research and presentation by the Alliance.

Kronmiller, seconded by Ray, moved to direct staff to prepare a lease agreement for discussion at a future work session. Motion carried 5-0.

APPOINTMENTS TO SCANDIA INTERNET ACTION COMMITTEE

Five applications for the Scandia Internet Action Committee were received which had advertised a deadline of November 15th. Council member Kronmiller said he knew of others who were interested in serving on the Committee. Administrator Cammilleri said future appointments can be considered as the group can benefit by having variety of members.

Ness, seconded by Ray, moved to appoint John Carney, K.C. Douglas, Cathy Mackiewicz, Marschall Smith and Robert Wilmers to the Scandia Internet Action Committee. Motion carried 5-0.

AUDIT PROPOSAL FROM SCHLENNER WENNER

Treasurer Firkus presented a proposal from Schlenner Wenner for a continued 3-year contract to conduct the City's annual financial audits. A fee of \$19,600 was proposed for the 2019 audit, with a 3% increase for each of the two years thereafter. Firkus noted the benefits of accepting a 3-year proposal based on their good working relationship and efficiency of staying with the same audit firm.

Council member Ray that other firms should be explored and recommended a one-year agreement with Schlenner Wenner, with a future Request for Proposals for auditing services.

Ray, seconded by Kronmiller, moved to accept a one-year contract with Schlenner Wenner for 2019 financial audit services. Motion carried 5-0.

DISCUSSION ON ELECTRONIC PAYMENTS FOR CITY SERVICES

Treasurer Firkus reported on methods of processing electronic payments for city services, a frequent request from those customers who wish to make credit card payments for building permits, licenses, sewer payments and recreation programs. Staff recommended the company Payment Service Network (PSN) as a secure and convenient service that aligns with the city's vendor for fund accounting and utility billing. Firkus said she spoke with other cities using this service who were pleased with their experience.

Council member Kronmiller questioned the company's compliance with Payment Card Industry (PCI) security standards. Firkus will research this for further discussion at a future meeting.

Ray, seconded by Ness, directed staff to move forward with pursuing a convenient way to process electronic payments. Motion carried 5-0.

ADJOURNMENT

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

The meeting adjourned at 10:17 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk