

August 20, 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, Chris Ness, Patti Ray, and Mayor Christine Maefsky. Absent: Council member Steve Kronmiller. Staff present: City Engineer Ryan Goodman, City Attorney Eric Sherburne, Police Deputy David Peters, Fire Chief Mike Hinz, Public Works Director Adam Hawkinson, Treasurer Colleen Firkus, and Deputy Clerk Brenda Eklund.

PUBLIC FORUM

Mayor Maefsky presented a Scandia Good Neighbor Award to Tom Helke, who was nominated by Lynne and Jim Moratzka. Tom generously volunteers his time and equipment for maintenance and events at the Gammelgarden Museum and other community events, and was helpful with cleanup activities after the recent tornado.

There were no other comments from the public.

APPROVAL OF AGENDA

Mayor Maefsky requested the addition of 9i) Approval of new firefighter to the agenda.

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

CONSENT AGENDA

The following Consent Agenda was presented:

- a) Minutes
 - 1) July 16, 2019 Council Meeting
 - 2) July 17, 2019 Budget Meeting
 - 3) July 17, 2019 Special Meeting
 - 4) August 7, 2019 Work Session
- b) Treasurer's Report

Beginning Balance 7/1/2019		\$3,664,100.38
Receipts		\$1,273,321.83
Expenditures	\$192,261.28	
Payroll	<u>\$ 27,971.00</u>	\$(220,232.28)
Adjustments: Transfer to EDA to correct cash account		<u>\$(2,536.00)</u>
Ending Balance 7/31/2019		\$4,714,653.93
- c) Payment of Vouchers
- d) Approve Community Center Needs Assessment Study, Resolution No. 08-20-19-04
- e) Approving the 2020 Contract for Services with Lakes Center for Youth and Families
- f) 2018 Street Improvements – Contractor's Request for Payment No. 8 and Final

Ness, seconded by Ray, moved to approve the Consent Agenda as presented. The motion carried 4-0.

PARK AND RECREATION COMMITTEE

Amendment to Program Agreement with Carol Schwinghammer

Parks and Recreation Chair Terry Gorham presented an amendment to the program agreement with Carol Schwinghammer for the continuation of the successful 6-week yoga program she taught earlier this summer. The amendment extends the current program agreement until January 20, 2020, to allow Schwinghammer to instruct additional 6-week yoga programs from time to time. **Ness, seconded by Ray, moved to approve the Amendment to the Program Agreement with Carol Schwinghammer to continue to instruct yoga programs. The motion carried 4-0.**

Lilleskogen Park Storyboards

Gorham explained the cooperative project with Scandia Elementary to install six pedestal stands on a trail within Lilleskogen Park which would hold the student's illustrated stories. The stories would be switched out every few weeks. Public Works Director Hawkinson explained that city staff will purchase and install the storyboard stands at a cost of \$965, funded by the Parks capital fund. **Ray, seconded by Cusick, moved to approve the recommendation of the Parks Committee to purchase and install six pedestals within Lilleskogen Park. The motion carried 4-0.**

Replacement Bleachers at Wayne Erickson Ballfield

Hawkinson reported that the wooden bleachers at the lighted ballfield are deteriorating and in need of replacement. The PRC recommended replacement with funds from the Parks Capital Fund. Hawkinson presented quotes for aluminum bleachers and concrete pads totaling \$17,685. **Ness, seconded by Ray, moved to approve the purchase of bleachers from Outdoor Aluminum at a cost of \$10,583 and accept the quote of \$7,075 from Trevor Lindstrom for concrete pads. The motion carried 4-0.**

Budget Amendments to Park Capital Improvement Fund – Resolution No. 08-21-19-05

Treasurer Firkus explained that the 2019 Parks CIP budget included a \$10,000 expense to install concrete pads under the bleachers at the lighted ballfield. With the findings that the wooden bleachers need replacement as well, a budget amendment is necessary. A resolution was prepared that also included the Lilleksogen Park storyboard expenditure. **Ness, seconded by Ray, moved to adopt Resolution No. 08-20-19-05, Amending the 2019 Budget for Park Capital Improvements. The motion carried 4-0.**

PLANNING COMMISSION

Variance from 200-foot right-of-way setback to construct a secondary dwelling at 18640 Olinda Trail. Marschall Smith, Applicant. Resolution No. 08-20-19-01

Planning Commission Chair Squyres presented the Commission's recommendation to approve a variance for an accessory dwelling unit on property at 18640 Olinda Trail proposed to be located 138 feet from the road right-of-way, where a 200-foot setback is required. Squyres explained that the large property has existing buildings within this setback, and the new bunkhouse fits within the cluster of other farm buildings. The preferred location will save a historic tree on the property as well. The Commission concluded that approving the variance will not have impacts to the neighboring community.

Council member Ness said that he was on the site visit and the building would be better screened behind the lilac bushes and would meet the setback here. Mayor Maefsky noted that constructing the accessory dwelling unit in that location would damage the large tree; the new building will balance out the cluster of farm buildings in the preferred site.

Ray, seconded by Cusick, moved to adopt Resolution No. 08-21-19-01, Approving a Variance at 18640 Olinda Trail as presented. The motion carried 4-0.

Variance from 75-foot wetland setback for a replacement septic system at 11565 239th Street. Gary Geske, Applicant. Resolution No. 08-20-19-02

Planning Commission Chair Squyres presented the Commission's recommendation to approve a variance for replacement of a failing septic system approximately 50' from a wetland at 11565 239th Street. The property has no alternative site due to existing wetlands and slopes on the property. The approximate edge of the wetland was determined without a wetland delineation. Mayor Maefsky asked if a delineation should be required. Squyres explained that in this case, the wetlands are obvious, there are no alternatives where a new septic mound could work, the existing septic system is already within the wetland setback, and the failing system makes a replacement system absolutely necessary.

Ness, seconded by Ray, moved to adopt Resolution No. 08-21-19-02, Approving a Variance at 11565 239th Street as presented. The motion carried 4-0.

Ordinance No. 212, Amending the Development Code regarding Accessory Structures

Planning Commission Chair Squyres presented the Commission's recommendation to approve amendments to the accessory structure section of the development code, presented as Ordinance No. 212. Over the past several months, the Commissioners evaluated the requirements for accessory structures, particularly for smaller structures such as animal shelters, garden and tool sheds, and children's playhouses. Currently properties may have only one shed less than 120 square feet. The updated ordinance included an increased number of sheds based on property size:

Lot Size	Number of Accessory Structures 120 square feet or smaller
One (1) acre or smaller	6
Over one (1) acre and up to five (5) acres	12
Over (5) acres	unlimited

Increases to the allowed number and total square footage of accessory structures, while exempting structures under 120 square feet, was proposed to provide property owners more flexibility for storage. The minimum size structure requiring a building permit was increased from 120 to 150 square feet. The exception for historic structures requirement that the property must be greater than 4 acres was removed, with reasoning that some historic situations might occur on small lots.

Mayor Maefsky said that she had concerns on allowing the increased number of small sheds and the increased size of accessory structures on all properties. Council member Ness agreed that on

small lake lots, up to six sheds would be cluttered and unsightly. Maefsky said that increased square footage of buildings may lead to storage of inoperative equipment and clutter, saying “if you build it, they will fill it”.

Squyres reported on the positive comments heard at the public hearing and the Commissioners rationale for the amendments. The increased square footage wasn't seen as drastic in relation to the size of the properties, and reasonable standards for dog kennels, chicken coops, tool sheds and such were examined. Many properties already exceed the allowed one shed and are out of compliance; these amendments can help properties conform.

Mayor Maefsky recommended the amendments to the accessory structure ordinance be further studied by the Planning Commission, and offered to meet with the City Planner and Chair to provide direction to address the concerns. It was suggested to study the definition of accessory structure for potential exemptions.

Maefsky, seconded by Ness, moved to return the Accessory Structure Ordinance to the Planning Commission for further refinement. The motion carried 4-0.

BUILDING OFFICIAL

Building Official Chuck Preisler's report on building activity was received. In July, 25 permits were issued at a valuation of \$589,246. To date, eight new construction permits have been issued.

POLICE DEPARTMENT

Police Deputy Peters reported on the successful National Night Out event held the evening of August 6th. Reports of fraud obtained by mail theft has increased. The high number of calls to an address on Layton Avenue was discussed, and Mayor Maefsky questioned if it's to the point of being considered nuisance calls. Deputy Gribble was present and explained that calls are prioritized according to the nature of the call, and minor complaints are not taking away resources for responding to critical calls. City Attorney Sherburne noted that municipalities may adopt an ordinance on nuisance police calls to help control this action.

FIRE DEPARTMENT

Fire Chief Mike Hinz reported that the department responded to 10 fire calls and 12 medical calls in July. The department provided emergency response to the July 28th tornado, and was present for National Night Out. The new extrication tools arrived and are now in service and ready for use.

CITY ENGINEER

City Engineer Ryan Goodman reported that he attended the first technical advisory committee meeting for the Washington County Bicycle Pedestrian Plan. A link on the city's website will direct users to complete a survey to assist with development of future plans; local comments are encouraged. A second neighborhood meeting on the Bliss stormwater project was held with good input; options for expanding water storage, restoring infiltration capacity and improving water quality are being studied, to conclude with a final presentation to the city council. As this study is related to water quality, the flooding issues within the area are not part of the study.

Goodman said improvements to curb and gutter and road shaping could potentially help the flooding problem.

CITY ATTORNEY

City Attorney Sherburne offered to present guidelines on electronic communication to the City Council at their September 4th Work Session.

PUBLIC WORKS DIRECTOR

Public Works Director Hawkinson reported on the assistance from the County with cleanup of downed trees after the July 28th tornado. The Fire Department provided the initial response.

KEYPAD FOR CONTROLLED ACCESS TO WARMING HOUSE

PW Director Hawkinson explained that with the installation of automatic locks and cameras on the Warming House, the wiring exists for a keypad reader to be installed as another option for accessing the building. Keys would no longer have to be given out to rink attendants and renters and would enhance security. A quote of \$781.29 from Low Voltage Integrators was received for complete installation, with funds available in the Parks miscellaneous contractual account.

Ness, seconded by Ray, moved to accept the quote from LVI to install a keypad/reader access control on the Warming House at a cost of \$781.29. The motion carried 4-0.

WIRELESS INTERNET SERVICE CONNECTION AT WARMING HOUSE

Treasurer Firkus presented a request from the Lions Club to extend a wireless internet signal to the City's parking lot so that vendors for Taco Daze can more easily process credit card transactions. Firkus provided a quote from LVI to install a wireless access point on the Warming House that would extend out 600 feet, and would also provide Wi-Fi inside the Warming House at a cost of \$1,125.47. Mayor Maefsky noted that Deputy Yetter advised against providing a wireless internet connection for public access within the building. Firkus noted that the signal can be turned off as necessary. Council member Ness said that Taco Daze is only one day, and beyond that it could be inviting trouble.

Council member Ray stated that a wireless connection could be useful for other events like Vinterlights, and it could encourage more use around the Community Center. If it becomes an issue, it could be turned on only for events as needed.

Maefsky called for a roll call vote: Ray – yes; Ness – yes; Cusick – no; Maefsky – yes. The motion carried 3-1.

DISCUSSION ON BEACH EROSION REIMBURSEMENT TO BRAD BERGO

Brad Bergo, 19123 Layton Avenue, presented photos of washouts on his beach that he explained came from runoff from the neighboring property, a problem he has been dealing with for 2 years. He asked the city to reimburse him for 3 hours labor to restore the beach after the July 14th rain event, at a cost of \$75. Bergo said the adjacent raingarden is too small and not properly constructed to work as it should to contain the runoff. Engineer Goodman reported that the Watershed is meeting at 19107 Layton Avenue next Tuesday to help design enhancements to the

raingarden, and to recommend improvements to both properties to better control the runoff, such as a vegetated berm between the two lots.

Mayor Maefsky asked Bergo to wait for results of the stormwater planning study and the city will continue to work with the properties to do what can be done to correct the issues.

GEOTECHNICAL QUOTE RESULTS FOR 2020 STREET IMPROVEMENT PROJECT- AWARD BID

City Engineer Goodman presented the following quotes for geotechnical services (pavement cores, soil borings) in preparation of the 2020 Street Improvement Project. A map was provided showing the streets as 209th, 220th, Peabody Trail, Lofton Avenue (south of Hwy 97), and Mayberry Trail.

<u>Geotechnical Company</u>	<u>Total</u>
Northern Technologies, Inc.	\$6,500.00
Terracon Consultants, Inc.	\$7,400.00
Braun Intertec	\$10,470.00
American Engineering Testing, Inc.	\$19,497.60

Goodman recommended awarding to the lowest bidder, Northern Technologies, for the preparation of a geotechnical engineering report based on 18 boring locations.

Ness, seconded by Cusick, moved to accept the bid from Northern Technologies in the amount of \$6,500 for geotechnical services for the 2020 Street Improvement Project. The motion carried 4-0.

DISCUSSION ON DITCHING PROPOSAL FOR WORK ON 220TH STREET, POMROY AVENUE, OLDFIELD AVENUE

Public Works Director Hawkinson explained the ditching work needed along roadways to improve water flow and reduce flooding and washouts. A quote for the work was presented, with funding identified under road maintenance contractual work.

Ray, seconded by Ness, moved to accept the quote from Peterson Excavating in the amount of \$8,067.50 for ditching work. The motion carried 4-0.

DISCUSSION ON REPLACEMENT OF F-350 PUBLIC WORKS VEHICLE

Public Works Director Hawkinson presented quotes for replacement of the city's 2008 F350 pickup/snowplow vehicle as identified in the 2019 Equipment Replacement Fund at a budgeted cost of \$43,000. Hawkinson recommended the additional purchase of a plow mount kit for the F550 to increase its versatility for snow removal operations. Bids from state contract pricing were presented. A 2019 Dodge Ram 3500 had the lowest pricing of \$38,608 with plow attachment. The additional plow mount for the F550 would bring the total cost to \$40,110.20.

Ness, seconded by Ray, moved to approve the purchase of a 2019 Dodge Ram 3500 with plow and added plow mount for the F550 at a total cost of \$40,110.20. The motion carried 4-0.

DISCUSSION ON NEW DEED GRANT PROPOSAL FROM MIDCO

Council member Ray informed the Council that Midco has offered an update to their proposal for broadband expansion in Scandia with the addition of more wireline homes and improved funding under the DEED grant program. Ray proposed that the Council reconsider the decision made at the August 7th Work Session to delay a DEED grant application due to gathering more information from CTC because the Midco proposal is smarter, cheaper and faster. Mayor Maefsky stated that this discussion will continue at the September 4th Work Session.

DISCUSSION ON BONUS PAY FOR INTERIM WORK

Mayor Maefsky asked the Council to consider a bonus payment to Deputy Clerk Eklund during the interim of hiring of a new city administrator as compensation for the increased work load. Attorney Sherburne offered to research findings and basis for bonus pay for further discussion at the next work session.

APPROVE HIRING OF NEW VOLUNTEER FIREFIGHTER

Fire Chief Hinz reported that a new Scandia resident working as a full-time firefighter in another community would like to join the department. Hinz asked for permission to bring on a new member outside of the regular hiring process for firefighters.

Ray, seconded by Cusick, moved to approve the recommendation of Fire Chief Hinz for hiring a new member of the Fire Department. The motion carried 4-0.

ADJOURNMENT

Ness, seconded by Ray, moved to adjourn the meeting. The motion carried 4-0.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk