

August 6, 2014

A Work Session meeting of the City Council was held on the above date. Mayor Simonson called the meeting to order at 6:30 p.m. The following were present: Mayor Randall Simonson, Council members Dan Lee, Chris Ness, Jim Schneider and Sally Swanson. Staff present: City Administrator Kristina Handt, Attorney Mike McCain, Fire Chief Mike Hinz, Public Works Director Tim Kieffer and Deputy Clerk Brenda Eklund.

APPROVAL OF THE AGENDA

Ness, seconded by Lee, moved to approve the agenda. Swanson requested that a letter regarding Log House Landing be discussed. Simonson added this as Agenda Item 8.) A motion to approve the agenda as amended carried 5-0.

SEWER CAP, WYLDEWOOD ACRES

Public Works Director Kieffer reported that a damaged sewer gate valve within the roadway was repaired in the Wyldeewood Acres development at a cost of \$1,427.97. Kieffer recommended that the Homeowners Association be charged for the repair since the sewer system is privately owned. Eric Tyron, 20974 O'Dell Avenue, representing the Homeowners Association, was present to discuss the question of who is responsible for repairs in the public roadway, as the damage was done by the City plow truck. He proposed that the repair cost be shared 50/50 with the City, and asked for guidance about maintenance going forward.

Council members discussed the HA's responsibilities to monitor the height of the cap within the roadway, as road or valve movement due to frost can alter the level. They suggested that splitting the repair cost this time could be a fair compromise, but a long-term solution should be in place so this does not happen again. Council member Schneider asked if as-built plans with elevations are available to establish a benchmark. Kieffer will research the files for plans.

Simonson, seconded by Lee, moved to share the cost of the valve repair 50/50 with Wyldeewood Acres. Ness added language that this be a one-time agreement. The motion carried 5-0 as amended.

DRAFT PERSONNEL POLICY ADDITION: USE OF CITY VEHICLES, EQUIPMENT, SUPPLIES, TOOLS, UNIFORMS AND FACILITIES

Administrator Handt reported that following the June 4th Work Session, additional information came from the State Auditor's Office which strongly stated that cities may not allow personal use of public resources. A memo from Attorney McCain concluded that the City should adopt the policy as presented that would prohibit employees from using City facilities for non-work related activities such as washing or performing light maintenance on personal vehicles. Handt noted that language was added to cover parade events, in that non-member passengers on fire apparatuses must be approved by the Fire Chief.

Mayor Simonson asked each Council member to comment. Lee stated that now that this has become an issue and a determination submitted by the state, there really is no choice but to agree with the proposal.

Ness stated that washing vehicles is not something the department is asking to start, but a policy that has been going on for many years and they just want to continue that.

Swanson said that a lot of perks from years ago have gone away with a change in the times. In light of the attorney's memo and letter from the state auditor, she has to be in favor of the policy if she likes it or not.

Schneider said that he is not concerned with washing vehicles and light maintenance, but does not want any tools or equipment taken off the property. He does not want a black and white policy that cuts everything out.

Simonson said that he has given this a lot of thought and has an obligation to support the law of the state.

Simonson, seconded by Lee, moved to adopt the Personnel Policy addition on use of city property as presented. Simonson called for a roll call vote. Lee – yes; Ness – no; Swanson – yes; Schneider – no; Simonson – yes. The motion carried 3-2.

IMPROVE PEDESTRIAN CROSSING AT OLINDA AND 209TH STREET

Administrator Handt reported that there have been concerns about the safety of pedestrians crossing Olinda Trail during the Farmers Market weekly event at Gammelgarden. Washington County observed the event last month and recommended parking restrictions within 30 feet from the end of the Gammelgarden driveway radius on both sides. Council was in agreement to proceed with temporary signage that staff would install each week. A permit for placing signs in the public right-of-way from the County would be required.

Swanson, seconded by Lee, moved to approve the use of temporary “No Parking” signs near the entrance to the Gammelgarden. The motion carried 5-0.

201 ACCESS RISERS

Administrator Handt explained that staff recently began raising access pipes in the 201 system to address inflow and infiltration issues into the system and make access to the pipes easier. This issue was raised at the July 30th Wastewater Committee meeting and they asked the Council to address the subject.

Mike Gavin (14916 Layton Avenue), Jeff Dahlberg (19151 Layton Avenue) and Brad Bergo (19123 Layton Avenue) were present to request that the risers be lowered to grade level. They provided photos of the pipes in their yards and expressed dismay that they are an eye sore. They also requested better communication from the City on when maintenance work is scheduled on their property, and asked that pumping reports be made available to the users.

Public Works Director Kieffer reported that twelve access pipes have been raised above grade so far. Some pipes are not as visible on some lots. Council directed staff to lower the risers to grade level in yards of property owners who request it. Kieffer stated that going forward, risers will be at grade.

DRAFT 2015 BUDGET

Administrator Handt presented an overview of the draft 2015 budget. Preliminary figures assume a 3.19% levy increase. Handt described revenue and expenses in each department and fund.

The debt service budget will be significantly lower in 2015 as the Firehall/Public Works bond will be paid off at the end of the year. There are three proposed expenditures from the Capital Improvement Fund: paving the Community Center parking lot; Log House Landing Improvements; and purchase of a utility truck with crane. Replacement of the fire tanker is proposed to be expensed from the Equipment Replacement Fund. No rate increases are proposed in the 201 or Uptown Sewer Systems.

Handt advised that the Council begin to plan the funding for the 2016 road improvement project, and suggested forming a citizen committee to propose direction and recommendations on how to finance this project, estimated to be \$5.5 million for roads as discussed at the last work session.

The Planning Commission reviewed the Capital Improvement Program 2015-2019 at their May meeting and had no changes or recommendations to the plan.

The Council will hold a special budget meeting on August 20th at 6:30 p.m. Handt recommended the Council be prepared to give direction to staff.

LOG HOUSE LANDING LETTER

Council member Swanson addressed a recent e-mail from Pam Smith concerning the Log House Landing project. Administrator Handt advised that in order to have a productive meeting with the group on September 3rd, the Council should give clear expectations. Council member Schneider stated that there are no plans for the City to pursue any type of variance from the DNR's criteria as stated in the grant.

Schneider, seconded by Lee, moved to direct staff to communicate to Pam Smith that a plan is expected to be presented at the September 3rd meeting which meets the criteria of the DNR grant. If an alternative plan is proposed, funding sources should be identified. The motion carried 5-0.

ADJOURNMENT

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

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Brenda Eklund
Deputy Clerk