CITY COUNCIL MEETING
Tuesday, January 15th, 2013

CITY COUNCIL PRESENT: Amy Williams, Richard Glasgow, Joe Paiement, Asia Bednar, Bob Livingston
STAFF PRESENT: Matt Kline, Chris Wallberg, Tom Niedzwiecki, Steve Iverson, Chris Johnson
OTHERS PRESENT: Chris White, Leah Stanton, Bradley Lahr, Andrew Cooper, Carolyn Livingston

Reception & Administration of Oaths of Office to incoming Mayor Bob Livingston, and Council Members Asia Bednar & Amy Williams.

1. **CALL TO ORDER** by Mayor Livingston at 6:02 p.m.

2. **PLEDGE OF ALLEGIENCE** was recited at the ceremony prior to the council meeting.

3. **CONSENT AGENDA** – Glasgow requested to have consent agenda items D and G pulled. **M/S/P(Glasgow/Paiement) to approve consent agenda items A-C and E-F.**

   A. Minutes of the December 18, 2012 Regular City Council Meeting
   B. Treasurer's Report
   C. Bills to be Approved
   D. Resolution approving City Annual Appointments
   E. Resolution 2013-01 approving re-appointment of Pete DeCorsey to the Planning Commission for three-year term to expire February 1, 2016
   F. AFP No. 1 for 2012 Beach Parking Lot Restoration in the amount of $27,241.65
   G. Washington County Agreement for SSTS(Septic) Inspection Services

   Consent Agenda Item D. Resolution approving City Annual Appointments - there was discussion and consensus to accept Resolution 2013-02 as amended[Council voted to approve Resolution without M/S. Item will be presented for consideration at February 2013 meeting].

   Consent Agenda Item G. Washington County Agreement for SSTS(Septic) Inspection Services – the item was pulled by Livingston and it was moved to the regular agenda under item number 8.1.

4. **LAW ENFORCEMENT REPORT-** Livingston reported 81 call reports and 2 Citations for the month of December, 2012.

5. **PETITIONS TO THE COUNCIL** – Livingston reiterated that Consent Agenda Item G. Washington County Agreement for SSTS(Septic) Inspection Services - item was pulled and moved to regular agenda item number 8.1.

6. **VACATION OF 2ND ST. ADJACENT TO 1195 QUINLAN AVENUE SOUTH –**

   A. Public Hearing
      1. Called to Order by Livingston.
      2. Public Comments – None.
      3. Written Comments-None.
      4. Hearing Closed by Livingston.

   B. Discussion & Consideration of Resolution 2013-03 – Johnson discussed two paths in which a vacation application can be initiated. Johnson suggested a council initiated vacation in this instance. He indicated the proposed Resolution 2013-03 is only to move forward as a Council initiated vacation application. **M/S/P(Glasgow/Paiement) to adopt Resolution 2013-03 which sets a Public Hearing on February 19th, 2013 for application for vacation of Second Street adjacent to 1195 Quinlan Avenue South in Lakeland**. **Pass Unanimously**. Glasgow inquired with Kline as to whether the land has any value to the city. Kline responded that the City will keep its current access to the right of way. There was discussion that clarified that adopting this resolution is strictly procedural and that the resident is aware of the decision to make this a Council initiated application for vacation.

7. POTENTIAL FACILITY EXPANSION – Kline introduced Andrew Cooper of Oertel Architects who presented on the potential facility expansion at the Water Utility Facility(Materials are available at City Clerk's office). Kline indicated this was a preliminary procedure to primarily examine the cost of potential expansion. Oertel began by presenting two potential floor plans for expansion to the Water Utility Facility for Public Works vehicle storage. He proceeded to present the potential floor plan for a City Hall addition to the Water Utility Facility. Next, he presented the site plan, including elevations, paved areas, sidewalks, and potential parking areas. Finally, he presented the cost estimate for the project. This included different options on total square footage of the facility. He also presented the costs of different types of buildings to be constructed, including the differentation between metal and precast buildings. There was discussion regarding heating for the vehicle storage area, potential requirements for septic upgrade, future parking, and lavaratory expansion requirements. No action was taken at the time. There was discussion about what the next step in the process should be and the direction in which the Council would like to see things proceed. Kline suggested a potential workshop to discuss further details and provide direction. Glasgow suggested the possibility that the two projects could be done separately. There was discussion stating that the City Hall portion could be completed prior to the vehicle storage portion. Sheriff's Deputies Nick Sullivan and Angie Hanson made a brief appearance.

8. PUBLIC WORKS STAFFING/PW2 WATER OPERATOR – Kline reported that he met with the Personnel Committee on January 11th to discuss the Public Works 2 Water Operator position. The Committee recommended that the position be offered to Tryn Bryant at $16.00 per hour with standard benefits included. Paiement indicated there was dissention on the committee regarding whether the City should be responsible for providing training for a CDL, as obtaining a CDL was a requirement for the position. Livingston indicated he would be in favor offering City paid training for the applicant. Glasgow stated he would be in favor of having the applicant pay for half of the training cost and be reimbursed after a year of employment with the city. Chris White offered that this is a common approach with cities and that generally there is a contract stating employment must last a certain period of time or the tuition for training must be refunded to the City by the applicant. Williams indicated she believes that, given the fact that having a CDL was a requirement for the position, reimbursing the applicant for a CDL license should not take place and fiscal conservatism is the appropriate action in this instance. Kline stated that job description states CDL is not immediately required but would be within six months of hire. He also stated this particular matter had not been discussed with Mr. Bryant. Bednar stated she would be in favor of providing reimbursement to a candidate who has shown excellence. Glasgow stated he would be in favor of reimbursing to lessen the impact of employee turnover and provide incentive for the candidate to continue working for Lakeland. Livingston states he is concerned about losing the candidate and would like to make an offer without including the CDL portion. He stated he would like to see the personnel committee come to a concrete recommendation on how to procede with training reimbursement. Kline indicated that he doesn't expect the CDL reimbursement to effect the applicant's decision given that it is an entry level position and states if the offer is refused there were other qualified candidates.

8.1 WASHINGTON COUNTY AGREEMENT FOR SSTS(SEPTIC) INSPECTION SERVICES - Consent Agenda Item G. Washington County Agreement for SSTS(Septic) Inspection Services - item was pulled and moved to regular agenda as requested by Glasgow. Glasgow raised a number of concerns with the proposed contract and feels as though the County is given too much authority at the Cities expense. Glasgow expressed desire to table the issue until the next meeting to have these issues addressed. Livingston expressed concern that this could effect relations with the county and that it may not fall within time constraints of the agreement. Johnson stated that Dave Snyder had been working with the County on revisions to the contract and that he didn't believe tabling the item would cause any harm. He also stated that the current contract would automatically extend without resolution to terminate. As a result, the City would still be receiving the inspection services from the County while the current contract was in process. There was discussion regarding communication procedures with legal counsel. Paiement suggested allowing the legal counsel to finish their current process before any further discussion takes place. There was consensus to postpone the issue until the City Attorney is able to have communication with the County and complete any potentail ammendments to the contract.

9. STAFF REPORT

Attorney –.Nothing to report.

City Clerk – Wallberg expressed thanks to Chris White, Jeri Ryan, and the Public Works Department for their efforts with the reception and admistration of oaths. Wallberg introduced Resolution 2013-04 that would amend the authorized signers on the Cities' bank account. Those included as signers in the proposed Resolution would be Chris

Wallberg(Staff), Steve Iverson(Staff), Tom Niedzwiecki(Treasurer), Bob Livingston(Mayor), and Joe Paiement(Acting Mayor). Wallberg explained there are new process requirements in place with Homeland Security which must now be followed to change signers. Niedzwiecki questioned wether proposed resolution would change that current arrangement for number of signers required to sign city checks. **M/S/P(Williams/Bednar) to adopt Resolution 2013-04 approving the authorized signers for 4M Fund City of Lakeland with U.S. Bank. Adopted Unanimously.**

City Engineer –. Nothing to report.

Public Works Director – Kline reported that the beach restoration project has been completed and came in under budget. Kline indicated there was an initial payment submitted and that the rest of the documentation for the final payment was in process and would be submitted. Kline also stated that the 2011 and 2012 street projects would likely be due for final payment by February. Kline indicated he met with Bob Craggs about funding for the bike trail. He stated that renovating the bike trail was being discussed and that it would likely be a mult-year project. Kline also stated he would like to contact surrounding cities to discuss having them tie into the trail and also that he planned on contacting the DNR concerning potential grant money. He stated most of what is currently planned would be contingent upon Lake St. Croix Beach and Afton becoming part of an expanded project. He stated that without the involvement of those cities it would likely be difficult to obtain grant money. He stated the Lower St. Croix Valley Community Foundation will have grant money available again in 2013 and asked for input on potential park improvements. Livingston requested Bednar become familiar with the public's opinion on the parks and any potential improvements they would like to see. He also voiced his pleasure that the beach project had been completed after a long, ardious process.

Treasurer – Niedzwiecki stated that the prior month's estimate of a $30,000 favorable variance estimate was incorrect. The correct favorable variance figured he presented was $21,000. He stated that no contingency funds were used and that most of that was due to unused funds that were budgeted for City Clerk staffing.

10. COUNCIL MEMBER REPORT/ Williams had nothing to report.

11. COUNCIL MEMBER REPORT/ Glasgow stated he would like to address damage caused by snowmobiles on the bike trail and some further discussion ensued. Glasgow reported on the Fire Board meeting which included a figure of 444 total Fire Department runs in 2012. He stated there were 8 runs in Lakeland in December 2012 and 83 total runs for Lakeland in 2012.

12. COUNCIL MEMBER REPORT/ Bednar expressed excitement to become part of the Council.

13. COUNCIL MEMBER REPORT/ Paiement offered congratulations to the incoming council members. Also, he expressed thanks to Chris White for her involvement with the personnel committee. Paiement requested Kline offer his evaluation for Public Works Employee, Rick Regnier. Kline reported that Rick Regnier had been favorably reviewed and a three percent raise, to $17.00 per hour, retroactive to December 15th was recommended. **M/S/P(Glasgow/Williams) to raise Public Work's Employee Rick Regnier's hourly wage to $17.00, retroactive to December 15, 2012. Passed unanimously.**

14. MAYOR'S REPORT/ Livingston recognizes former Mayor Zeller and City Staff for a smooth turnover to the new Council and Mayor.

15. ADJOURN – M/S/P (Glasgow/Bednar) to adjourn meeting at 7:25 p.m. Passed unanimously.

Robert Livingston, Mayor

Steven Iverson, Clerk