

**CITY COUNCIL MEETING**  
**Tuesday, April 16<sup>th</sup>, 2013**

**CITY COUNCIL PRESENT:** Amy Williams, Richard Glasgow, Asia Bednar, Joe Paiement, Bob Livingston  
**STAFF PRESENT:** Matt Kline, Chris Wallberg, Tom Niedzwiecki, Steve Iverson, Chris Johnson, John Parotti  
**OTHERS PRESENT:** Leah Stanton

*Board of Appeal & Equalization Continuance.*  
*City Council Workshop regarding 6<sup>th</sup> St. & Quixote Drainage at 5:00 p.m.*

1. **CALL TO ORDER** by Mayor Livingston at 6:02 p.m.
2. **PLEDGE OF ALLEGIENCE** was recited.
3. **CONSENT AGENDA – M/S/P(Glasgow/Williams).** Glasgow stated he met with Chris LeClair and is satisfied with septic agreement. **Roll Call – Williams, Glasgow, Bednar, Paiement, Livingston voted aye. Motion passed unanimously.**
  - A. Minutes of the March 19, 2013 Regular City Council Meeting
  - B. Minutes of the April 2, 2013 Special City Council Meeting
  - C. Treasurer's Report
  - D. Claims to be Approved
  - E. Ordinance re: Accessory Building & Structures & Summary Resolution
  - F. Washington County Septic Agreement
4. **LAW ENFORCEMENT REPORT-** Williams conceded to Sheriff Hutton on the law enforcement report. He reported things have been going well and that the crime statistics for Lakeland have remained consistent. He reported a few random burglaries have taken place in the Valley. Livingston recognized the Sheriff's Deputies for doing great job. Hutton reported that same Deputies are still patrolling including Deputies Wick, Hanson, and Erickson. He stated that having continuity and familiarity with Deputies creates potential advantages in enforcement opportunity. He reported conceal and carry permits which have increased, possibly due to reciprocity with Wisconsin. Glasgow expressed satisfaction with the performance of the Deputies. Livingston gave recognition to the Deputies for their involvement with the Lower St. Croix Valley Beyond the Yellow Ribbon Foundation. Sheriff Hutton stated he is the Executive Director of the Youth Service Bureau and was in attendance for support.[Sheriff's Department reported 60 calls and 2 citations in March]
5. **PETITIONS TO THE COUNCIL – None.**
6. **YOUTH SERVICE BUREAU –** Mary Plante-Krell reported on behalf of the Youth Service Bureau. She thanked Lakeland for the support over the prior year and introduced a request to increase the amount of monetary support provided. She reported there was a 57% increase involving families in Lakeland. She continued by stating they work with young adults who are experiencing issues with the law for the first time, families who need more extensive help with troubled children, and young adults, as well as their parents, with chemical health issues. She stated the Youth Service Bureau's core work related to early intervention and correcting problems at an early stage. She reported using awareness classes for children and their parents, including classes with specific emphasis on shoplifting, drugs/alcohol and arson. Youth Service Bureau also utilizes restorative justice and has extensive community service networking. A bullying program was instituted in the previous year and focuses on prevention at an early age. A major focus for 2013 is increasing parenting education and making the service accessible for all parents. Many referrals come from schools, parents, law enforcements. She stated that Washington County statistics indicated that 80% of children participants do not re-offend. She continued to explain the extent of the services ongoing relationships with many schools, specifically ISD 834. She stated the service offers a sliding fee scale based on the participant's income. She went on to discuss Youth Service Bureau's funding comes from diverse sources; 60% of funding comes from non-municipal sources including personal donations, corporation, and foundations; roughly 40% comes from public sources; the service receives no federal funding. She stated municipal funding has become increasingly common in Washington County and that virtually all Lakeland's neighboring communities are contributing. She stated the Youth Service Bureau is the only organization in the county that focuses exclusively on adolescents/young adults and their parents. There was discussion about the impact of social media and the attention it receives in bullying classes. Bednar stated pleasure with the parental

education aspect of the Youth Service Bureau and questioned promotion tactics used for the communities awareness of availability of these programs/classes. Plante-Krell stated all people are welcome regardless of referral status; walk-ins are welcome; the service is promoted within schools, among other non-profit organizations, flyers are distributed, and newsletter services. Williams questioned the amount of donation relative to the population of city; whether Stillwater had a donation that was ten times larger than what was requested of Lakeland, given that Stillwater has a ten times larger population. Plante-Krell stated many donations vary; Stillwater's contribution had been larger in the past when other communities were not contributing; there is no strict calculation for determining each communities contribution; there has been an attempt to proportionalize contributions based on the amount of cases in each community. Glasgow stated that the figures presented suggested that Youth Service Bureau's expenditure in Lakeland doubled from 2011 to 2012; he felt it was reasonable that the request reflects an \$800 increase in the contribution due to this fact. There was discussion regarding emphasis on Adolescents and early intervention tactics used by Youth Service Bureau as opposed to services provided by other organizations such as Family Means. There was discussion regarding the purchase of service agreement that was instituted by Lakeland; was stated it has worked well and other communities have adopted it as well. Sherrif Hutton stated that he is the Board President of the Youth Service Bureau; has been connected to the service since 1979; stated the Sherrif's office uses the services very regularly; large supporter and proponent of Youth Service Bureau; explained how referrals are made; explained there is very fast turn around time for response to family incidents; requested potentially placing a link on website. **M/S/P(Glasgow/Bednar) to renew the service agreement for 2013 with Youth Service Bureau in the amount of \$5,000.** Niedzwiecki advised the Council that the budget for the line item designated for the contribution consisted of \$5,000; \$4,200 of the \$5,000 was designated for Youth Service Bureau; stated there other items that were slated to be purchased using additional \$800 in budgeted funds. Glasgow suggested using excess cable funds for the additional \$800; Niedzwiecki confirmed roughly \$38,000 is available in the Cable Fund. Williams questioned deviating from the budget and using all of the allocated funds for one line item on the contribution; questioned the use of cable funds for this reason. Livingston stated he perceived the Youth Service Bureau as a very valuable asset to the community; that the budget should've been adjusted for a potential increase; suggested splitting the contribution equally between the Cable fund and General Fund. Bednar questioned what any additional money left in the line item would consist of. Niedzwiecki replied that the line item was titled Other/Miscellaneous; stated other funds would be used for the Christmas party, service plaques, and any other random expense; expenditure from this fund varies from year to year. **Passed unanimously.**

**7. 2013 Street Improvement Project – Award 2012 Street Improvements –** Kline reported there was a bid opening on March 27; 3 bids were received and calculated by SEH; Harddrives presented the low bid at \$254,553.00. Staff recommended that the bid is awarded to Harddrives; requested action to award Harddrives the bid and to authorize construction, engineering, and surveying services for the 2013 Street Project. Williams questioned if \$254,500 included engineering; inquired about budgeted amount for the project. Kline replied budget was \$365,000.00; stated total would be \$329,000.00 with engineering costs. Williams questioned the use of gravel shoulders in the proposal. Kline stated he was following through with the use of gravel shoulders on 12<sup>th</sup> Street in an experimental capacity; he would meet with residents to discuss and will not proceed until he has received the resident's feedback; cost of gravel shoulders is built in to the proposal and is less costly than using black dirt. **M/S/P(Glasgow/Williams) to award the 2013 Street Improvement project to Harddrives, Inc. at the bid amount of \$254,553.35. Passed Unanimously. M/S/P(Paiement/Bednar) to authorize construction, engineering, and surveying services for the 2013 Street Improvements project to be provided by SEH at the estimated amount of \$33,460. Passed Unanimously.** Williams questioned if the project would definitely be \$30,000 under budget as expected; stated she would take issue if the cost of the project was \$360,000. Kline explained there were unforeseen expenses that could arise; cannot guarantee what potential soil correction costs will be; there is a built in soil contingency correction line item but it is an educated guess.

## 8. STAFF REPORT

**Attorney –** Johnson stated work continued on two litigation items.

**City Clerk –** Wallberg gave a reminder that the Lakeland Spring Cleanup will take place May 4<sup>th</sup> from 8 a.m until 12 p.m.; flyer will be provided in the newsletter; electronic disposal will be accepted; Salvation Army will be present for donations this year. Livingston stated this was good opportunity for Council Memebers to meet residents. Wallberg stated that Teens for Christ would be present to volunteer their services.

**City Engineer –** None.

**Public Works Director –** One Ton Truck – Kline Met with Midway Ford and Truck Utilitites to arrive at a final cost estimate of \$60,366.00; truck needs ordering by April 26; 12-16 weeks for delivery; 2-3 weeks for equipment installation.

Kline explained two financing options through US Bank; highlighted differences between annual payments and monthly payment options; recommended using the 5 year annual payment option due to offering the lowest interest cost; requested action to make the purchase of the 1-Ton truck not to exceed \$61,000 and to approve the financing. There was discussion regarding the assigned vehicle each employee would drive. Kline stated the green Dodge would be sold; blue book value is estimated at \$4,000.00; likely will be put to auction. [Livingston exited the room and passed the gavel to Paiement]. There was discussion about Kline's usage of his personal vehicle and the cost of his monthly mileage expense. Kline stated the new truck would have a navy blue cab with a black dump box and discussion about the desired color of the truck ensued. **M/S/P(Glasgow/Paiement) to allow the purchase of 1-ton truck from Midway Ford not to exceed 61,000. Paiement, Glasgow, Bednar voted aye. Williams abstained. Motion passed 3-1. M/S/P(Bednar/Paiement) to finance the purchase of 1-ton truck with the US Bank annual payment program over a 5 year period. Paiement, Glasgow, Bednar voted aye. Williams abstained. Motion passed 3-1.**

Building Lease Agreement – Kline stated SMH, which owns the Public Works garage facility, proposed to reduce the rent and increase the space with the renewal of a 5 year lease. Kline stated the additional space is about 400 square feet; would allow usage of an additional garage stall and door; would allow extra storage and the plows could be stored inside; the cost would be \$200 less per month than the current monthly rate. He stated the downside is 5 year length of the lease but subletting is allowed. He stated staff recommends signing the 5 year lease agreement upon the review of an updated lease. Kline stated the current rate is \$2,200 per month; the proposed rate including the extra space would be \$1970 per month; there is a 5% discount on an annual lump sum payment which has been payment method in years past; SMH would be responsible for any additional build out costs. Williams stated she had heard rumor that there would be as much as a 50% reduction of the current lease price due to the consideration of building a new public work facility. Kline responded that he was unaware of where she would've received that information; the first proposal presented by SMH included lease terms of \$1870 per month without extra space; \$1970 with the extra 400 square feet. Livingston stated displeasure with the 5 year lease term and the desire to attempt to improve the lease terms. Williams stated concern over entering into a 5 year agreement as well; doesn't want to bind the next Council with the current decision. Kline suggested he would contact SMH about the terms of an escape clause. Bednar stated concern about the ramifications of current lease proposal when taking the building of a new city hall into consideration. Livingston suggested making a counter proposal; general worry is concerning length but he would be willing to consider 5 years if that is the direction the Council would like to go. Glasgow stated his concern revolved around when plow trucks will need to be replaced; does not want to enter into a 5 year agreement if the plow trucks will not last that long; does get the feeling Lakeland will be continuing with snow plowing regardless. Kline stated he expected one truck to last for three to five years and the other for five to seven years; cannot guarantee that however. Williams explained why she abstained from the vote on the 1-ton truck; stated she is not convinced Lakeland should stay in snow plow business; is concerned about entering into an agreement which will incur \$100,000 in expenses for the storage of equipment; questioned current storage area for items that additional 400 square feet would be used for. Kline stated the plows were disconnected and stored outside in summer due to the constraints of space; would be beneficial to the condition of the plows to store inside; suggested to offer the same monthly amount as the current lease on two or three year lease. Williams stated she would vote against any motion that included offering the current amount; suggest Kline request a new proposal. Paiement suggested consulting a commercial lease consultant to give lease rate quote. Glasgow suggested approving \$1970 per month for a 3 year lease. There was further discussion regarding how to arrive at what fair market value of the new lease. Chris Johnson suggested appointing a two person committee to negotiate the new lease. Livingston suggested that Paiement and Williams form the committee to negotiate the lease. No action was taken and the item was tabled. Livingston stated the desire to have the report completed within in week if possible; would prefer to see action taken in May.

Support for Street Improvements Districts – Kline deferred to City Attorney Chris Johnson. Johnson introduced that legislation was being proposed to allow cities to use street improvement districts; gave current options for street improvement funding; explained advantages of using street improvement districts; would allow cities to use this tool to tax and not have to improve property value which is increasingly difficult in the current real estate climate. Due to the burden of not being able to prove property value increase some cities have been unable to tax for street maintenance making it impossible for cities to perform necessary maintenance; the proposed legislation is essentially a new taxing tool for cities. All members of the Council were opposed to the legislation and see it as another way to tax the residents; feel as though the current system works fine.

6<sup>th</sup> & Quixote Drainage – there was no discussion on this topic. Will be reviewed at the May 21, 2013 City Council meeting.

**Zoning Administrator** – None.

**Treasurer** – Niedzweicki reported on current proposed LGA legislation; LGA would increase from \$33,574 to \$47,171; under current law there would be a decrease to \$29,407; he views Lakeland as financially strong but welcomes LGA funds. He reported that his review of the budget does not indicate any line items are in need of action; legal fees are slightly elevated due to current litigation; finance and administration is on par to meet its budgeted amount but is waiting to see the health insurance renewal rates before making projections. Livingston questioned what the effect of Obamacare would be on Lakeland; what compliance issues would be. Niedzweicki stated he was unsure of what the effects would be. Iverson stated the League of Minnesota Cities is offering a course on changes present by the Affordable Healthcare Act; he did not expect anything with Lakeland to be effected. There was further discussion regarding the number of employees necessary for Obamacare to affect a business or municipal entity.

**9. COUNCIL MEMBER REPORT/** Williams reported on her attendance to the Gateway Corridor Commission on April 11<sup>th</sup>. She stated she spoke with a resident regarding a complaint received about speeding on 3<sup>rd</sup> St.; will speak to Deputy Wick about potential solutions.

**10. COUNCIL MEMBER REPORT/** Glasgow reported he attended a Lower St. Croix Valley Fire Board Meeting; fire & ambulance runs are down this year resulting in lower revenue; not a major concern at this point. He attended a meeting regarding the septic system agreement with Chris LeClair of the Washington County Department of Health. The Cable Commission purchased liability insurance. He reported on an upcoming Homecoming event for William Isaacson, a Vietnam era F-4 pilot.

**11. COUNCIL MEMBER REPORT/** Bednar presented a draft form of a guidelines proposal to offer Lakeland's parks and beach for rental use. She stated she called the fire marshall about capacities and is awaiting response; prices are drawn from other cities; acknowledged there could be potential parking problems; discussed reasoning behind having a 10 p.m. cutoff for music. She stated she would welcome input from other Council Members regarding any aspects of the proposal. She explained she is working on the baseball park schedule; looking to create a detailed schedule to create more available usage; plans on working with various coaches to attain the necessary scheduling details. She raised the idea of creating a public calendar to promote Lakeland's parks. There was more discussion regarding the potential park rental pricing. There was discussion regarding potential fence advertisements at Cully Park.

**12. COUNCIL MEMBER REPORT/** Paiement stated there had not been a Personnel Committee meeting since the previous meeting so there was nothing new to report.

**13. MAYOR'S REPORT/** Livingston reported he attended and observed two City Council meetings around the Madison, WI area. He stated that based on that experience, he feels that we are doing well when compared to other cities.

**14. ADJOURN – M/S/P (Bednar/Williams) to adjourn meeting at 7:58p.m. Passed unanimously.**

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Robert Livingston, Mayor

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Steven Iverson, Recorder