

OFFICIAL RECORDED MINUTES OF LAKELAND CITY COUNCIL MEETING  
TUESDAY, NOVEMBER 17, 2015

CITY COUNCIL PRESENT: Council Member Evan Loenser, Council Member Jeri Ryan, Council Member Richard Glasgow, Council Member Joe Paiement, ABSENT: Mayor Amy Williams

STAFF PRESENT: Public Works Director Matt Kline, City Administrator/Clerk Sandie Thone, City Attorney Josh Brekken, City Treasurer Tom Niedzwiecki

CITY COUNCIL WORKSHOP: 5:07 p.m. to 5:52 p.m. discussion regarding SEH Engineering Project and the Annual Holiday Gathering.

1. CALL TO ORDER by Acting Mayor Glasgow at 6:03 p.m.
2. PLEDGE OF ALLEGIANCE was recited.
3. ADOPTED AGENDA: **Motion/Second/Passed 4-0; Council Member Jeri Ryan / Council Member Evan Loenser**
4. ADOPTED CONSENT AGENDA  
Approve Consent Agenda;  
**Motion/Second/Passed; 4-0 Council Member Jeri Ryan / Council Member Evan Loenser**
  - A. Approval of October 20, 2015 City Council Meeting Minutes
  - B. Approval of PW/Water Operator Hire
  - C. 1109 Quixote Project Completion
  - D. Videographer 2016 Pay Increase
  - E. Monthly List of Claims
  - F. City Treasurer's Report
5. AGENCY REPORTS
  - A. Law Enforcement Report/Deputy Bell noted 114 calls for service in Lakeland, one significant call regarding a motorcycle crash on the corner of Saint Croix Trail and 8<sup>th</sup> Street, resulting in a fatality.
  - B. Fire Department Report/Council Member Richard Glasgow noted 36 runs, 8 in Lakeland.
  - C. Government Affairs Report; refer to packet
6. OPEN FORUM (Public comments, presentations, and petitions)
  - A. Robert Craggs – St. Croix Valley Community Foundation; Bike Trail Update  
Condition of Lower St. Croix Trail in need of repair, St. Croix Valley Community Foundation looking for ways to fund the project and also come up with sponsorship. The Washington County Capital Improvement project has proposed \$250,000 to be used in the re-paving of the four mile trail, December 3<sup>rd</sup> at Shiners Bar and Grill a community

event will be held to announce and celebrate the re-paving of the Lower St. Croix Valley Trail.

7. PUBLIC HEARING 6:30 p.m. to 6:38 p.m.

A. Embrace Church 16700 7<sup>th</sup> Street South, Amendment to Conditional Use Permit (CUP) Regarding New Signage

Austin Walker spoke on behalf of Embrace Church regarding the CUP amendment for new signage on the existing building. One written comment was read by the clerk from Sharon Fitzenberger at 16591 7<sup>th</sup> Street South opposing a sign that was directly across the street from the resident's house. However, the plans for this sign were later changed and the proposed sign would be built in a different location.

8. CITY BUSINESS

A. Embrace Church Amendment to Conditional Use Permit (CUP) Regarding New Signage  
**Approved Amendment to Conditional Use Permit Regarding New Signage;  
Motion / Second / Passed 4-0; Council Member Jeri Ryan / Council Member Evan Loenser**

**Time Stamp 31:17**

B. New City Hall and Request for Proposals for Architect Services

Last month staff brought forward a request for proposal (RFP) for architect services for plans for a new city hall, the council decided to look at more options before making a final decision. The city has funds available in the amount of \$750,000 to use for a new city hall. The city council narrowed the options to two locations for the future city hall. One at the Water Utility Plant property and the second in the Lakeland Plaza. David Brown, financial advisor, believes it would be a better option to build on the existing property, rather than buying or leasing at a new location. However, council felt more information is needed to make a decision so the item was tabled and a workshop was scheduled for December 3<sup>rd</sup> to discuss the remaining options. **Item Tabled.**

C. Utility Billing Frequency

**Approve a change in the utility billing frequency from monthly to quarterly;  
Motion / Second / Passed 4-0; Council Member Evan Loenser / Council Member Jeri Ryan**

**Time Stamp 1:12:14**

9. CITY STAFF REPORTS

**Treasurer Tom Niedzwiecki**

Reminder of Truth in Taxation hearing next month for the 2016 budget and levy, currently the proposed levy is a 3.1% increase including debt service and new city hall funding. No further information from county or other vendors that would lead to changing that 3.1%, Update: 10 months into the year, despite all of the small changes, general fund will most likely break even for this year.

**City Administrator/Clerk Sandie Thone**

**Approved \$125 for Holiday Party; Motion / Second / Passed 4-0; Jeri Ryan / Evan Loenser**

**Time Stamp 1:40:25**

Working with Scott Qualle to update the city code to reflect the state building code, drafted a plan and will move forward with a public hearing. Remedies for issues with the current city hall (pests, mold, etc.) are being taken into consideration. Looking at an option for residents to pay with credit cards at city hall - many requests from residents for that option. Slowly transitioning accounting to the Deputy Clerk.

**City Attorney Josh Brekken**

Apologized for absence the past few weeks. Assisting with staff when needs arise.

10. CITY COUNCIL AND MAYOR REPORTS

**Council Member Evan Loenser**

No Report.

**Council Member Jeri Ryan**

Thanked Mary James who helped continue with the Lakeland Gardens.

**Council Member Joe Paiement**

WMO met Thursday and is establishing technical recommendations in the River District which would include all the communities on the St. Croix River. The idea would be to develop uniformity in projects and variance applications for all cities.

**Acting Mayor Richard Glasgow**

Concerned that the 8<sup>th</sup> Street and St. Croix Trail Intersection is too dangerous. Looking into options to fix the issue.

11. ADJOURN

**Motion to adjourn effective 8:06 p.m. Motion / Second / Passed 4-0 ; Council Member Jeri Ryan / Council Member Evan Loenser**

**Respectfully Submitted by Deputy Clerk, Halli Sevilla**

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**Amy Williams, Mayor**

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**Sandie Thone, City Administrator/Clerk**