

CITY COUNCIL MEETING MINUTES / SEPTEMBER 20, 2016

OFFICIAL RECORDED MINUTES OF LAKELAND CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 20, 2016

WORKSHOP: Introduction of Deputy Clerk, Jennifer Hutchins-Farrell
ZONING DISTRICT UPDATE: Jim Robinson of Sambotec
5:15 p.m. to 6:15 p.m.

REGULAR CITY COUNCIL MEETING

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

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

OTHERS PRESENT: Jim Robinson (Sambotec), Laura Jackson (Sheriff's Department), Kandis Hanson (MNSPECT), Kevin Johnson (Fire Department), Chris White, Ed and Karen Manor, Bob Antonsen, Jim Stanton, Dick Turner, Jerrie Schneider, Bob Patrowski, Long Barrett

1. CALL TO ORDER by Mayor Williams at 6:15 p.m.

2. PLEDGE OF ALLEGIENCE was recited.

3. ADOPT AGENDA:

Motion: Council Member Loenser / Second: Council Member Ryan to adopt Agenda Items (A-F). / Friendly Amendment; Brought forth by Council Member Glasgow to move up City Business item I; Old City Hall to item A. Discussion ensued between Council Members Glasgow and Ryan, and City Attorney, Dave Snyder. All Ayes (5-0). Motion carried. Time Stamp 03:18

4. CONSENT AGENDA:

- A. Approval of August 16, 2016 City Council Meeting Minutes
- B. Accept Resignation of Public Work's Operator Darren Addy
- C. Posting and Recruitment for Public Work's Operator Position
- D. Resolution 2016-17 LSCV Fire Department Relief Association Benefit Increase
- E. Monthly List of Claims
- F. City Treasurer's Report

Motion: Council Member Glasgow / Second: Council Member Ryan to adopt Consent Agenda. No discussion. All Ayes (5-0). Motion carried. Time Stamp 03:38

5. AGENCY REPORTS

A. Law Enforcement Report

Deputy Jackson reported a designated deputy has been keeping an eye at the school near start and pick-up times for traffic flow. Also, started pulling enforcement off the water.

B. Fire Department Report

Average call runs. Noted surface waters temperature dropped below 70 degrees Fahrenheit, which is considered cold water and as such, extra caution for water emergencies this time of year.

C. Government Affairs Report

Mayor Williams referred to report in packets from Mark Nagel and indicated relatively no new information to report from last council meeting. No further discussion.

D. Animal Control Report

No warning letters sent this month. 2 dogs found, 7 dogs lost and 1 lost cat. Mayor Williams reported a dog was attacked (uncertain by what) on the west side of Saint Croix Trail and encouraged residents to follow the city ordinances such as; keeping your pets on a leash to ensure safety (for pets and residents alike).

E. Building Permit Report

Mayor Williams reported several building permits were open (refer to packet). Referred to City Administrator/Clerk Sandie Thone regarding any reports to share for the building official, which were none. **Time Stamp 07:00**

6. OPEN FORUM (Public comments, presentations and petitions)

[see meeting video recording on the Lakeland website for individual comments]

A. Kandis Hansen - MNSPECT Relationship Manager

Contracted full-service building inspection firm that serves the city of Lakeland. Summary overview report of building inspections provided; Year-to-date inspections include 77 permits total with a valuation of \$741,000.00 aggregate in the fiscal year (refer to packet). Friendly introduction as the Relationship Manager for MNSPECT, shared her role as the conduit between the city and the inspectors. MNSPECT was recently informed of their Class III ISOA rating (for commercial and residential), which is the highest result received throughout all of Minnesota and means lower insurance premiums. Question posed, whether or not MNSPECT does inspections for the state of Wisconsin, to which the abbreviated response was no (MN credentials, only).

B. Bob Antonsen - Antonsen Construction (and resident)

Bob Antonsen of Antonsen Construction requested for reconsideration of his bid on the Lakeland City Hall Project to be awarded to him (lowest bid) or put up for rebid. In support of his request(s), he explained the failure to submit the bid bond in time, as well as stated his perception of some possible irregularities in the bid process. Clarifying questions were posed by Council Members Glasgow, Paiement, and Mayor Williams.

C. Public Comments

Jim Stanton, 16549 10th Street Court South

Bob Patrowski, 337 Quinnell Avenue

Dick Turner, 566 Queenan Avenue North

Time Stamp 42:38

7. PUBLIC HEARINGS

Time Stamp 42:40

A. CUP City Hall Project

Motion: Council Member Ryan / Second: Council Member Loesner to open the public hearing. All Ayes (5-0). / Opened at 6:45 p.m.

The CUP is for grading in excess of 50 cubic feet per acre, all necessary documents were submitted. Mayor Williams opened for public comment and questions, noting any discussion on the topic will be reserved until reaching agenda item under City Business part B.

Motion: Council Member Ryan / Second: Council Member Loesner to close the public hearing. All Ayes (5-0). / Closed at 6:48 p.m. **Time Stamp 45:52**

B. Variance: 453 Quixote Avenue South

Motion: Council Member Ryan / Second: Council Member Loesner to open the public hearing. All Ayes (5-0). / Opened at 6:49 p.m.

Applicants, David and Beth Meyers were present. There was a pre-application meeting regarding substandard structure (does not meet the setback), where the city engineer, DNR and WMO were all present. Three sets of plans were provided for review, and all parties had proposed the plan of greater height (no more than 15 feet) being brought forth for a variance due to the fact said structure would help mitigate drainage issues. In addition, to the 40 foot setback variance and to increase the height for the substandard structure,--would like council to consider waiving a portion of the fee. City Administrator/Clerk Sandie Thone recommended the applicants pay the flat administrative fee of \$400.00 and for the escrow balance fee be waived, as the proposed plan would be a positive for the city.

Motion: Council Member Ryan / Second: Council Member Loesner to close the public hearing. All Ayes (5-0). / Closed at 6:59 p.m. Time Stamp 53:06

8. CITY BUSINESS

Old City Hall [Originally agenda item 8I, moved to top via a friendly amendment]

Estimate of \$171,590.00 from contractor All Phase was reviewed, noting the list of items to be updated in order to make the old city hall a commercial building. Discussion ensued among Council Member Glasgow who referred to resident, Jim Stanton (has worked with said contractor in providing the proposal and is a general contractor, himself, too) to further detail the proposal. The proposal included; new windows and siding, future mold remediation efforts (excavating and water proofing down to the footings), commercial gutters, upgrade main floor bathroom, install a new bathroom in the basement, upgrade electrical system, high efficiency HVAC, and new front and rear entry doors. Any updates to the interior are not necessary, but if sought could cost up to \$30K depending on what is tasked. A contingency in the amount of \$25K is needed, which is not included in the total estimate amount provided. Concerns were raised over the current proposal not appearing to include fixing the structural damage. Clarification regarding ADA compliance was given, noting the old city hall proposal meets the minimum building code requirements (where the new city hall will exceed) and does not include green initiatives. Council decided to table item until further discussion in January 2017.

Time Stamp 1:07

Resolution 2016-20 Award Contractor Bid and Approve Contract for City Hall Project

Clarification was provided by City Attorney, Dave Snyder on the awarded bid (and approved contract), who stated the decision is to be made at the discretion of the council. The following options were noted; 1) Reject all bids and rebid the project, 2) Award the bid to the second lowest bidder, Parkos Construction, if determined Antonsen Construction bid should be disqualified, or 3) Overlook the failure of Antonsen Construction to submit the bid bond, as immaterial.

Motion: Council Member Glasgow / Second: Council Member Paiement to approve Resolution 2016-20 to rebid for construction services for the new city hall project. Discussion ensued (Council Members Glasgow and Ryan, City Attorney Dave Snyder, Mayor Williams). Aye (2) – Glasgow, Paiement; Nay (3) - Williams, Loesner, Ryan. Motion declined. Time Stamp 1:26:58

Motion: Council Member Ryan / Second: Council Member Loesner to adopt Resolution 2016-20 to award the bid to Parkos Construction. Discussion ensued (Council Members Glasgow, Mayor Williams, City Treasurer Tom Niedzwiecki, City Administrator/Clerk Sandie Thone). Approved Resolution 2016-20 to award the bid to Parkos Construction in the amount of \$512,700.00 for the construction of the new City Hall at 1190 Saint Croix Trail South with an arbitration amendment (subject to any changes recommended by the City Attorney). Roll Call showed Aye (3) - Loesner, Ryan, Williams; Nay (2) - Glasgow, Paiement. Resolution adopted.
Time Stamp 1:35:46

Resolution 2016-18 Conditional Use Permit (CUP) City Hall Project

Motion: Council Member Ryan / Second: Mayor Williams to adopt Resolution 2016-18 Conditional Use Permit (CUP) City Hall Project to allow for grading in excess of 50 cubic yards per acre. Aye (3) - Loesner, Ryan, Williams; Nay (2) - Glasgow, Paiement. Resolution adopted.
Time Stamp 1:37:50

Resolution 2016-19 Variance 453 Quixote Avenue South

[see meeting video recording on the Lakeland website for individual comments]

Discussion ensued, among others; DNR recommendations taken and incorporated into the resolution (Mayor Williams, City Administrator/Clerk Sandie Thone, Council Members Ryan, Glasgow and Loesner, City Treasurer Tom Niedzwiecki, City Attorney Dave Snyder). Public comment; Chris White, 311 Queenlan Avenue South.

Motion: Council Member Paiement / Second: Council Member Glasgow to adopt Resolution 2016-19 Variances to 453 Quixote Avenue South for set-back and substandard structure height as amended to include waiving of escrow balance fee. All Ayes (5-0). Resolution adopted.
Time Stamp 1:56:33

Resolution 2016-16 2017 Proposed Budget and Levy

City Treasurer Tom Niedzwiecki stated no changes to the numbers provided last month (decrease of 0.2%) for a total 2017 budget of \$1,082,490 and levy of \$1,014,679. Increase in tax rate of 42.45% to 44.2% (higher than 2015, but lower than 2012-2014) due to lower income from residential sales than projected. Discussion ensued (Council Member Glasgow).

Motion: Council Member Ryan / Second Council Member Loesner to adopt Resolution 2016-16 2017 Proposed Budget and Levy. All Ayes (5-0). Resolution adopted.
Time Stamp 2:03:37

Zoning District Update Proposal

Mayor Williams directed staff to research any grants available to deflect costs, instead of further protracted discussions. Consensus was reached.
Time Stamp 2:05:59

Lakeland Shores City Office Rent

The City of Lakeland Shores has a current contract with the City of Lakeland to rent space in the old City Hall (\$125.00/month for council chambers and video equipment); which specifically stipulates 690 Quinnell Avenue. An issue is raised over the current contract in place not accurately accounting for all space (and services) being utilized, since the city hall moved into the Public Works building. Discussion ensued (City Treasurer Tom Niedzwiecki, Mayor Williams, City Administrator/Clerk Sandie Thone, Council Member Glasgow, City Attorney Dave Snyder). Consensus was reached to propose a new contract to the City of Lakeland Shores, retroactive to March 2015, in the amount of \$160.00/month.
Time Stamp 2:30:46

LAKELAND CITY COUNCIL MEETING MINUTES 2016

Canvas Board Meeting Date (November 11-18th, 2016)

Mayor Williams proposed meeting date of November 18th, all were in agreement.

Time Stamp 2:31:03

Professional Public Survey Re: Old City Hall Options

[see meeting video recording on the Lakeland website for individual comments]

Public Comment; Long Barrett, 131 Quality Avenue South

Council decided to table item until further discussion after January 2017.

Time Stamp 2:34:55

9. CITY STAFF REPORTS

City Attorney Dave Snyder

Addressed routine items related to bidding with Staff.

City Administrator/Clerk Sandie Thone

Absentee voting starts September 23rd, and candidate profiles will go out in the October newsletter. Our new deputy clerk started. Website changes will include incorporating RSS feeds soon.

Public Works Director Matt Kline

Water Operator Darren Addy resigned and was thanked, as well as recognized for his quickness in learning the job.

Treasurer Tom Niedzwiecki

The city appears to be on track to meet budget this year.

10. CITY COUNCIL AND MAYOR REPORTS

Council Member Evan Loenser

No report.

Council Member Jeri Ryan

Enjoyed a St. Croix River Paddleboat trip, which included commentary on the history and future of the Stillwater Bridge.

Council Member Richard Glasgow

Went to Afton to pass out thank you cards to Navy military personnel and their families. Expressed dismay over the city's rain garden by the old city hall being in ill repair.

Council Member Joe Paiement

No report.

Mayor Amy Williams

Further explained the benefits of incorporating RSS Feeds through our website.

11. ADJOURN

Motion: Council Member Ryan / Second: Council Member Loenser to Adjourn the Regular City Council Meeting. All Ayes (5-0). Meeting adjourned at 7:44 p.m.

Respectfully submitted by Jennifer Hutchins Farrell

Amy Williams, Mayor

Sandy Thone, City Administrator/Clerk

