

**LAKELAND CITY COUNCIL MEETING MINUTES**

**JANUARY 15, 2019**

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**WORKSHOPS**

- 5:00 p.m. Discussion on Used Car Dealers
- 5:30 p.m. Development of the Dewall Property

**REGULAR CITY COUNCIL MEETING**

**CITY COUNCIL PRESENT:** Council Member James Stanton, Council Member Tami Fahey, Council Member Joe Paiement, Council Member Shayne Orning

**ABSENT:** Mayor Richard Glasgow

**STAFF PRESENT:** City Attorney David Snyder, City Clerk Kate Piscitello

**OTHERS:** Chris White, Don James, Steve Zigan, Julie Thron, Mike Thron, Brian Pavel, Lisa Williams, John Dewall, Lynn Dewall

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

**2. PLEDGE OF ALLEGIANCE** was recited.

**3. ADOPT AGENDA**

**Motion: Council Member Fahey / Second: Council Member Paiement to approve January 15, 2019 Agenda. All Ayes (4-0). Motion Passed.** **00:19**

**4. CONSENT AGENDA**

**Motion: Council Member Paiement / Second: Council Member Orning to approve Consent Agenda Items A-F. All Ayes (4-0). Motion Passed.** **00:38**

- A. Approve December 16, 2018 City Council Meeting Minutes**
- B. Monthly List of Claims**
- C. City Treasurer's Report**
- D. Resolution 2019-01 – 2019 Appointments**
- E. Resolution 2019-02 – Water Utility Account Reconciliation**
- F. Resolution 2019-03 FEMA Grant Representation**

**5. AGENCY REPORTS**

**A. Law Enforcement Report** (Report in Meeting Packet)

For the month of December 2018, there were 55 incident reports and 4 citations issued.

**B. Fire Department Report** –

Council Member Stanton reported the LSCVF Department's Appreciation Dinner was held on Saturday. Members were recognized for 40 years of service [Jim Stanley, Chief], 35 years of service [Engineer Ralph Piscitello], and 30 years of service [Kevin Kirby, Deputy Chief]; added they are a real service to the Community; going ahead with 2020 Budget that will be presented in May 2019.

**C. Animal Control Report** (Report in Meeting Packet)

For the month of December 2018, there were no calls out or warning letters sent, 1 dog was reported lost and one dog was found.

**D. Building Permit Report** (Report in Meeting Packet)

Council Member Stanton reported the City has entered into a contract with an Interim Building Inspector - Duane (Dewey) Stensland who will be taking over building permits and inspections for the City for three months while the City posts and solicits bids.

**E. Engineering Report** (Report in Meeting Packet)

Council Member Stanton reported in the month of December, the City Engineer updated the construction cost estimate for the 2019 Streets project, continued preparing plans, specifications, and

bidding documents for the 2019 Streets project, prepared for the next public information meeting to be held on January 24<sup>th</sup>, assisted with troubleshooting of pump operations at the water treatment plants, working on a report and drawings for submittal to the MDH for the media change at the water treatment plants, and located coordinates for the water system hydrants to provide to the fire department. Bids will be going out for the 2019 Streets Project in March 2019.

**F. Public Works / Water Department Report**

Council Member Stanton notified residents of the 2019 Streets project meeting that will be held January 24, 2019; the City continues upgrading the system, but had some issues with the billing software that omitted checks run through a reader machine [a \$30 credit was offered to homes affected with no late fee]. For Public Works, they are planning the community room that will be located downstairs of City Hall; plans are for room being open a couple days of the week and available for rental; received bids for plumber of \$8,700 for bathroom remodel and brought to Code. City Attorney Snyder suggested the need for a couple of competitive quotes.

**G. Zoning Report**

The City has been working with the Health Department regarding some residents' well water that was tested and is over the levels of PFAS recommended; they are offering immediate drinking water; proposal being offered to hook up to City water that will be funded by the 3M Fund of \$20 million short term and \$70 million long term; for those wishing to keep their wells, they are providing filters. Council Member Stanton advised residents if they receive a letter, and hook up to City Water, to call him for information of contractors and procedures to hook up to City water.

**H. Treasurer Report – Tom Niedzwiecki**

Treasurer Niedzwiecki reported Claims included \$132,922 representing the February Crossover Bond payment for the Village Improvement Fund (2.01.25) and Water Tower Debt Fund (2.01.30); the 2018 Financials are still considered preliminary at this time; He is waiting for the November/December Property Tax Collections, Washington County Sheriff invoice for 2<sup>nd</sup> half 2018, City Engineer invoices for December, the City Attorney's invoice for December, a final MNSPECT invoice, December Recycling, and possibly some other miscellaneous invoices; after estimating for revenue and expenses, the projected favorable variance for the General Fund (before factoring in the contingency) is now \$44,935, about \$5,000 more than last month; factoring in the \$15,000 contingency, the favorable variance would be \$59,935 that he would recommend about \$10,000 going to the Long Term Improvement Fund to cover a couple of shortfalls (Economic Development and Local Surface Water Management Plan), with the balance going to Street Improvements; with virtually no income in December, the Water Utility will end the year with an unfavorable (\$128,000); total expenses were \$423,434, compared to \$555,817 in 2017; major capital expenditures were \$104,069 compared to \$210,371 in 2017; contract labor was \$137,897 compared to \$85,321 in 2017 primarily due to installs; repairs and maintenance was down in 2018 (\$22,367 compared to \$71,842 in 2017).

*Lisa Williams, 630 Quant Avenue North.* Wanted clarification on costs, legal fees, survey, and engineering costs.

**I. Personnel Report**

Council Member Fahey reported the open Deputy Clerk position will be posted on the League of Minnesota Cities website by Friday. **17:44**

**6. OPEN FORUM** (Public Comments, Presentations, and Petitions) - None **18:15**

**7. CITY BUSINESS**

**A. Valley Branch Library** [PowerPoint presentation available at City Hall]

Greg Wood and Erik Jalowitz were present, as well as Washington County Commissioner Gary Kreisel, to report on plans for the Valley Branch Library. **30:47**

**B. Task Force Report Regarding Land @ 8<sup>th</sup> Street North and CSAH 18, and Vacation of 7<sup>th</sup> Street N. Pursuant to MN Stat. 412.851**

*Lisa Williams, 630 Quant Avenue North*, reported some history of the City Dump/unauthorized dump on Quant Avenue North and the Task Force' findings that both dump sites would have to go through the process of testing and potential clean-up that could lead to residents in the area needing testing for contaminants; their recommendation would be to leave the area as is as it acts as a barrier to noise for those closest to Saint Croix Trail and the appearance of the wooded area is more welcoming and in pace with what the residents would like; they also recommended that the property not be sold.

Regarding the "Welcome to Lakeland" sign on the hill, the committee visited Rivard Stone in Houlton; cost for a stone, engraved and delivered, would be roughly \$4,000-\$10,000; the installation process would be an additional cost as a stone would require footings and they would need to hire a crane to place the stone; would like direction from the City Council on budget available. Methods of requesting comments from the residents were discussed, i.e. newsletter, survey; consensus to spend additional funds for a good sign needing little maintenance.

*Jim Klete, 16416 5<sup>th</sup> St. Ct. N.* Suggested stainless steel or copper that requires no upkeep.

*Tim Wirth, 16160 4<sup>th</sup> St. N.* Suggested using the newsletter to gather information. **45:28**

**C. Sale of City Property Adjacent to 1190 St. Croix Trail South**

City Attorney Snyder noted discussion at a previous meeting was for him to offer some direction to solicit offers related to the parcel of land on St. Croix Trail; currently has survey indicating a bare piece of land of 2.5 acres; prepared an invitation for offers that contains a draft form that would be completed providing the City what use the buyer is considering with an initial minimum bid of \$10,000 (deposit of \$5,000); draft offers would be received by 3.26.19 and the City would have authorization to reject any and all offers for any reason or not; at the March or April meeting, the Council can discuss any offer that seems to be worthwhile as to offer and use; solicited offers have no guarantee they will be accepted. A local resident had inquiries regarding the property that triggered the City Council to consider soliciting offers for the property to see what proposals come in; suggests publicizing on City website, newsletter, possible real estate trade journals, and official posting boards.

**Motion: Council Member Paiement / Second: Council Member Fahey to authorize the City Attorney solicit offers, not necessarily to sell, City property adjacent to 1190 St. Croix Trail South. All Ayes (4-0). Motion Passed.** **52:12**

**D. Conditional Use Permit Yearly Review**

Council Member Stanton advised the City doesn't presently do a yearly review of Conditional Use Permits; some businesses do not even have a CUP and many have not been updated for years; proposes that he as the Zoning Administrator visit 25% of the businesses each quarter to bring up to date; suggesting some procedure to approach them and whether a Public Hearing would be required for changes in the Conditional Use Permit. City Attorney Snyder advised if it is a substantive change, a Public Hearing would be required, but suggested dealing on a case by case basis; could also mitigate hearings together to streamline applications. **57:04**

**8. CITY STAFF REPORTS**

The City received a complaint signed by many residents regarding maintenance of a commercial property located at 737 St. Croix Trail South. After review, City Attorney Snyder suggested considering enforcement review beginning with a visit by the building inspector or zoning administrator to inventory the status of the property and then an informal visit with the property owner and letter that usually triggers zoning compliance; if additional action is required, it can be turned over to the City Council for direction and formal enforcement action; suggested they begin process of general enforcement. **1:01:54**

**9. CITY COUNCIL AND MAYOR REPORTS**

Council Member Shayne Orning - none

Council Member Tami Fahey – none

Council Member Joe Paiement – attended WMO meeting; lot of changeover but overall very helpful.

Council Member James Stanton – noted there are three properties by the Lakeland Beach who are applying for a FEMA Grant to raise their homes over the 65-flood plain level; grants must be processed through the City and usually take 1 to 1.5 years for approval; he will act as the City FEMA liaison.

**1:04:59**

**10. ADJOURN**

**Motion Mayor Fahey / Second: Council Member Paiement to adjourn the meeting at 7:35 p.m.  
All Ayes (5-0). Motion Passed. Meeting Adjourned.**

**1:06:18**

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Jim Stanton, Acting Mayor

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Kate Piscitello, City Clerk