

LAKELAND CITY COUNCIL MEETING MINUTES

LAKELAND CITY COUNCIL MEETING MINUTES / December 19, 2017

HOLIDAY PARTY - 5:00 TO 6:00 P.M.

REGULAR CITY COUNCIL MEETING AGENDA

CITY COUNCIL PRESENT: Mayor Richard Glasgow, Council Member James Stanton, Council Member Joe Paiement / ABSENT: Council Member Shayne Orning, Council Member Tami Fahey

STAFF PRESENT: City Attorney Dave Snyder, City Treasurer Tom Niedzwiecki, City Clerk Jennifer Hutchins Farrell

1. CALL TO ORDER by Mayor Glasgow at 6:06 p.m.
2. PLEDGE OF ALLEGIENCE was recited.
3. ADOPT AGENDA (Mayor Glasgow noted a few items rearranged to accommodate staff reports)
Motion: Council Member Stanton / Second: Mayor Glasgow to approve the Agenda as presented. All Ayes (3-0). Motion carried. Time Stamp 1:08

4. CONSENT AGENDA

- A. Approve November 21, 2017 City Council Meeting Minutes
- B. Approve Animal Humane Society Agreement for 2018
- C. Approve Resolution 2017-42 Establishing Polling Precinct Place
- D. Approve Resolution 2017-44 Water Reconciliation (to form)
- E. 2018 City Council Meeting Schedule
- F. 2018 Personnel Committee Meeting Schedule
- G. Approve Moving the City Clerk's Office to the City Hall
- I. Monthly List of Claims
- J. City Treasurer's Report Hall

Mayor Glasgow requested Consent Agenda Item H (Resolution 2017-43 Re-Establishing a Reward for Information leading to the Arrest and Conviction on the Arson of the Newly Constructed City Hall) be pulled for further discussion. Public comment; Tim Wirth, 16140 4th Street North. Discussion ensued [Mayor Glasgow, Council Members Paiement and Stanton, City Treasurer Tom Niedzwiecki].

Motion: Mayor Glasgow / Second: Council Member Stanton to approve Consent Agenda Item H as amended to include an annual review of the award along with subsequent annual increases in the amount of \$500.00 added thereto. All Ayes (3-0). Motion carried.

Time Stamp 13:58

Motion: Council Member Paiement / Second: Council Member Stanton to approve Consent Agenda Items A – G, I, and J as presented. All Ayes (3-0). Motion Carried. Time Stamp 14:57

5. AGENCY REPORTS

A. LAW ENFORCEMENT REPORT – [Deputy Sheriff not present / Report in meeting packet]

For November 2017, 56 ICRs were reported with 6 citations issued.

B. FIRE DEPARTMENT REPORT – Council Member Stanton reported the Lower St. Croix Valley Fire Department is crediting a handheld aerosol fire suppressant for helping stop a small fire from burning down a home and the product is made in Minnesota; Kare11 is doing a promo at the Fire Department based on the aerosol fire suppressant.

C. GOVERNMENT AFFAIRS REPORT – [Report in meeting packet]

D. ANIMAL CONTROL REPORT – City Clerk Hutchins Farrell reported 1 dog and 1 cat lost with 1 dog and 2 cats found; report of dog on dog fight on Rivercrest; still waiting for clarification at Black's Nursery regarding a Black Lab tied to a post (West Lakeland Township).

E. BUILDING PERMIT REPORT – [Report in meeting packet]

F. ENGINEERING REPORT – [Report in meeting packet]

Council Member Stanton reported surveying for Quality/3rd Street improvements has begun; plan for February 2018 to have resident participation meetings; details will be forthcoming and posted.

G. PERSONNEL COMMITTEE REPORT [Report in meeting packet]

Time Stamp 19:03

6. OPEN FORUM [Public comments, presentations and petitions]
Public comment; Tim Wirth, 16160 4th Street North (on the Arson reward).

Time Stamp 22:44

7. TRUTH IN TAXATION: BUDGET AND LEVY 2018

Motion: Council Member Paiement / Second: Council Member Stanton to open the Public Hearing for Truth in Taxation: Budget and Levy 2018 at 6:29 p.m. All Ayes (3-0). Motion carried.

Time Stamp 22:59

City Treasurer Tom Niedzwiecki noted overall 2018 budget increase is \$4,947, a .5% increase; good news is levy decreases by \$101,000 or 10% with reason they are using budget reserve in Public Works fund for Streets Improvement budget; once done [no final number], hoping it will stabilize lower levy level from that point on; tax rate for the City of Lakeland down 17.4% - best in Washington County; tax rate equalizer taxable market value is 7% for both residential and commercial. Individual tax rates were also discussed. *No written or public comments were received.*

Motion: Council Member Paiement / Second: Council Member Stanton to close the Public Hearing for Truth in Taxation: Budget and Levy 2018 at 6:39 p.m. All Ayes (3-0). Motion carried.

Time Stamp 33:05

8. CITY BUSINESS

APPROVE RESOLUTION 2017-45 ADOPTING THE 2018 BUDGET AND LEVY

Motion: Mayor Glasgow / Second: Council Member Paiement to adopt Resolution 2017-45, a Resolution for Total Budget of \$1,087,437 and Total Levy of \$913,299 for the City of Lakeland. All Ayes (3-0). Resolution 2017-45 adopted.

Time Stamp 36:29

Council Member Stanton asked that they have a workshop scheduled with David Drown & Associates regarding TIF District 1 / Lakeland Village to better understand the TIF levy for Lakeland Village. Council direction was for the City Clerk to coordinate a workshop for January or February for David Drown to present.

Time Stamp 36:34

DISCUSSION AND POSSIBLE ACTION ON APPLICATIONS FOR 661 QUIXOTE AVENUE NORTH

City Attorney Dave Snyder provided a brief summary - Mr. Billig's attorney believes he now has an outline of proposal; still owes him a draft document, so requested tabling item until the January meeting when they can look at draft document and further conclude at that time.

Motion: Mayor Glasgow / Second: Council Member Joe Paiement to table the discussion and continue possible action on pending applications for 661 Quixote Avenue North until the January City Council meeting. All Ayes (3-0). Motion carried.

Time Stamp 53:06

DISCUSSION AND ACTION ON RESOLUTION 2017-46 PART TWO: WATER UTILITY ACCOUNT RECONCILIATION

Council Member Stanton reported that Council had approved forgiving water usage of 20 properties whose meters had not been read in over a year in November and update that another property is in the same category with a total usage cost of \$342.43; requesting approving Resolution 2017-46 pardoning the unbilled water usage. Future updates will be included as a Consent Agenda item.

Motion: Council Member Stanton / Second: Mayor Glasgow to adopt Resolution 2017-46 Part Two: Water Utility Account Reconciliation in the amount of \$342.43. All Ayes (3-0). Resolution 2017-46 adopted.

Time Stamp 1:01:40

DISCUSSION AND ACTION ON WASHINGTON COUNTY RECYCLING GRANT PROJECT: JOINT POWERS AGREEMENT FOR RECYCLING SERVICES

City Clerk Jennifer Hutchins Farrell provided background information on the ongoing project noting has been working with the proposed Joint Powers Board since January; all proposals have been reviewed and discussed by the JPB. Lakeland would have a continued guaranteed savings of approximately \$15.00/month with the lowest rate vendor, however, would lose *revenue sharing* the City currently has under their agreement with Maroney's Sanitation. Discussion ensued [Mayor Glasgow, Council Members Paiement and Stanton]. Council Member Stanton requested the JPB be asked if Lakeland would have the option to join at a later date. City Clerk Jennifer Hutchins Farrell said she'd inquire with the group on the matter and report back.

Motion: Mayor Glasgow / Second: Council Member Stanton to not join into a Joint Powers Agreement with Lakeland Shores, Lake St. Croix Beach, and St. Mary's Point for Recycling Services. All Ayes (3-0). Motion carried.

Time Stamp 1:15:38

UPDATE AND POSSIBLE ACTION ON CODE VIOLATIONS AT PROPERTY SITE 552 QUINMORE AVENUE NORTH

City Attorney Dave Snyder reported City's general approach to code enforcement voluntary resolution; has been working many months to correct issues at the residence 552 Quinmore [Ron Shaleen] built without proper building permits; placed in litigation at Washington County District Court and working with MNSPECT Building Official Scott Qualle and Council Member Stanton on remediation; most, if not all, unpermitted work has been corrected, and engineering report that attests to sufficiency was submitted for the attached porch on December 12, 2017; MNSPECT Building Official Scott Qualle will be reviewing accuracy of report and if all satisfactory, he suggested dismissing litigation with no further action required by the City. Public comment; Chris White, 311 Queenan Avenue South. Council Member Stanton stated additional fees are assessed for violating code; the City expenses are somewhat recouped by double fees in accordance with the City's Adopted Fee Schedule.

Time Stamp 56:10

9. CITY STAFF REPORTS

City Attorney Dave Snyder

Continues to work on routine matters and enforcement issues obtaining voluntary compliance when possible; will check on appraisal on the former City Hall tomorrow that will be used for the League of Minnesota Cities valuation and resolution of that claim. In answer to Mayor Glasgow's inquiry on property on 8th Street, Attorney Snyder updated litigation filed at Washington County District Court; questionable whether City can achieve voluntary compliance, but will continue to work with the property owner to invite cooperation.

City Treasurer Tom Niedzwiecki

A final budget was presented for November 2017 with details of Public Works fund and Long-Term Improvement fund; General Fund projecting positive variance of \$11,000; Public Works budget also good; Street Maintenance and Improvements portion of Public Works is \$752,000; Water Utility had upgrade expense and capital, operating costs, and labor in the current year.

Council Member Paiement asked for additional clarification on increasing fees to obtain needed reserves for the Water Utility; would like to know if water increases needed for long term and wants to insure water charge fee matches normal operating expenses and they are not prematurely raising fees. Council Member Stanton added with better management they should get a better handle on what expenses they will incur; fee to keep infrastructure up-to-date and operational. Treasurer Niedzwiecki updated the reserve came from water revenue over expenses over the last 20 years; will take 5 years to build back reserve; will always have maintenance fees they know will come due; the 10-year plan factored in three future 10¢ increases as buffer/contingency that he hopes won't be needed.

Council Member Stanton also reported the annual inspection from the Minnesota Health Department was conducted in the past month; last year the Water Department had a 3-page report of items needing repair; all but a list of three items has been corrected thus far this year.

City Clerk Jennifer Hutchins Farrell - [Report in meeting packet]

- Simple Recycling collected and saved 415 pounds of textiles from the landfill in the month of November with \$4.15 to the City.
- Regarding tax forfeited land at 876 Quinnell, Washington County Board is scheduled to review and make a decision on selling of the land (to either a family member or to the City of Lakeland) in late January 2018. *Council Member Stanton volunteered to be present before the WC Board as City representative.*
- Began process of Minnesota Management & Budget Pay Equity Report in October that was forwarded for preliminary review on 12/04/17; Council consensus was to adopt the report by resolution as a consent agenda item at the January City Council meeting.

Time Stamp 1:19:21

10. CITY COUNCIL AND MAYOR REPORTS

Council Member Joe Paiement – No report.

Council Member James Stanton – No report.

Mayor Glasgow

Noted that the City continues to cut taxes; work continues on the City Hall that will be dramatically different and a 1-stop shop; next undertaking will be to go through records in the basement, as well as eventually remodeling the basement into a community room.

Time Stamp 1:20:53

11. ADJOURN

Motion: Mayor Glasgow / Second: Council Member Paiement to adjourn the December 19, 2017 City Council Meeting at 7:27 p.m. All Ayes (3-0). Motion carried.

Time Stamp 1:21:10

Respectfully Submitted by Kate Piscitello

Richard Glasgow, Mayor

Jennifer Hutchins Farrell, City Clerk