



AGENDA ITEM

4A

Tuesday, April 20th, 2021
Lakeland City Hall

5:00 CITY COUNCIL WORKSHOP ON THE CITY HALL REPAIRS

REGULAR CITY COUNCIL MEETING MINUTES

City Council Present: Mayor Joe Paiement, Council Member Doug Sand, Council Member Mike Thron, Council Member Robert Craggs, Council Member Pat Rivers

City Staff Present: Acting City Clerk Michelle Elsner

Via Zoom: Financial Consultant Kim Guyer, Financial Consultant Roger Schanus, Zoning Administrator Julia Paulsen Mullin, City Attorney Dave Snyder, & Public Works Operator Simon Wirth

1. CALL TO ORDER - 6:01 PM
2. PLEDGE OF ALLEGIANCE- Recited
3. **ADOPT AGENDA Council member Robert Craggs made a motion to adopt the agenda, seconded by Council member Pat Rivers. All ayes motion carries**
4. **CONSENT AGENDA - (Items may be pulled for discussion and/or separate action)** Council Member Craggs made a motion to adopt the consent agenda after pulling item D to go with the zoning report. Seconded by Council member Sand, all ayes motion carries.
 - A. Approve March 16th, 2021 City Council Meeting Minutes
 - B. Monthly List of Claims
 - C. Approve the Fire District Budget and Levies for 2021 Quarterly Payment
 - D. 2040 Comprehensive Plan extension amendment document
 - E. Washington County Polling Place Agreement
5. **AGENCY REPORTS**
 - A. Law Enforcement Report - In Packet Council Member Craggs requested some copies of Police Reports
 - B. Fire Department Report - In Packet
 - C. Animal Control Report- InPacket
 - D. Building Permit Report - Andy Schreder - Rum River Construction Consultants - In Packet
 - E. Engineering Report - Erik Henningsgard - SEH - InPacket
 - F. Public Works/Water Department Report - People Service - In Packet
 - G. **Zoning Report - Julia Paulsen Mullin - Swanson Haskamp Consulting, LLC - InPacket**

We have had some regular zoning applications recently. One of the more unique items is reports on exterior storage involving yard debris, tires, and car parts. We are working to put out there the regulations and try to provide resources to the residents to handle these issues. We are hoping that residents take place of Spring Clean-Up day. We have sent out some letters to specific properties in regards to the issues. We are working towards completing the Comprehensive Plan. It is up to Zoning to help you get that completed

We are working with Met Council to complete the plan. We did get a grant from Met Council there is still \$5000.00 in the grant that we have not received. Zoning needs to complete the work plan and the budget. Once we have talked about the vision for things like transportation, housing and businesses. We need to do a land use map and update some tables and talk about how the city sees some household changes. Part of it is conversation with the Council and Part of it is zoning putting that into print. This is mandated by a state statue and every city in the Metro Area has to complete one.

Council Member Craggs asked for some history on the Comp Plan just for understanding reasons of the timing and the background information. Council Member Rivers asked if there is any plan for community engagement. According to what zoning knows there was some public engagement. It was determined that because there was a real need to get it completed we would just keep moving forward from where we are at this time. It is a question we could talk about in the near future. Council Member Craggs made a motion to approve the extension of the extension to the Comp Plan. Seconded by Mayor Paiement, All ayes motion carries.
 - H. **Financial Report - Roger Schanus - Carlson SV - In Packet** - Just a reminder that much of last year we sat around 2.9 - 3.0 million cash balance it is down to 2.61 now that is the rest of Quality Ave Project and we have not gotten any property taxes in as of yet. Council Member Craggs asked about the fund balances and the City Hall

Renovation and the Capital Improvement projects are those balances already spoken for? Roger pointed out the unassigned balance of 893,000 that has no place to be spent at this time.

The General fund doesn't have much happening as of yet because property taxes have not come in as of yet. On the bottom of page 2 is what has been paid out in the past for benefits so that money is available to be used for staff benefits.

Page 3 of 6 we have cleaned up all the accounts and we have not seen much coming through on the professional services bills and so far everything is down from last year. We are truly cash basis which is what is preferred for cities our size.

We have not seen much for Bills for the finishing of Quality Ave project that just started this year. However money is available to pay those bills. With Spring coming we are going to see more billings towards park and recreation.

We will be having property tax revenue coming in during either May or June and that will take care of the negative balances.

We still need to finish the long Term Improvement Plan and the Comprehensive Plan. We are working very hard to raise the bond rating from the reports from last year. Council Member Craggs asked about finishing the long term improvement plan. Roger stated that he believes it will only take about an hour to finish.

6. **OPEN FORUM** (Public Comments, Presentations and Petitions) Mary Maloney Miller asked about what is going on with the benefits for Acting City Clerk her personnel status is still listed as Deputy Clerk and I am confused about the language on the Benefits conversation. I was looking at the wording of the line 88.

7. **PUBLIC HEARING- Not Applicable this month**

8. **CITY BUSINESS**

A. Discussion and Action Floor Recoating, Water Treatment Plant #1 - Simon Wirth believes it would be a welcome improvement to Pumphouse 1, He is recommending option 2. Mayor Paiement made a motion to approve option 2 for the floors at Pumphouse 1 to spend 19,812.75 for recoating the floors. Seconded by Council Member Sand, all Ayes motion carries

B. Discussion and Action on Health Insurance for Acting City Clerk - Council Member Craggs made a motion to create a personnel addition for the committee to look at the item as far as salary and health insurance for City Staff. We will meet sit down with Staff and then come back to the council next month with recommendations. Council Member Thran asked about a resident volunteer and the City Attorney recommended against that for Employment Disclosure reasons. Council Member Craggs made a motion to go with the recommendation of the City Attorney Seconded by Council Member Thron, all Ayes motion carries

C. Discussion on Moratorium for Car Lots/Ordinance change - Julia Paulsen Mullin - It is of continued interest on the Members of the City Council. As you know there was a moratorium for a period back in 2019 and some changes were made to the zoning ordinance at that time. I feel the issue is about the number of car lots in Lakeland and maybe the council should change the number of licenses to the number of licenses for car lots. Council Member Thran stated that he would like to see the number of licenses for car lots to be changed to 3 and to make sure it is an adequate lot size so that the semi drivers are not off-loading in the line of traffic on CO RD 18. Resident Julie Thron asked if one leaves and it is on a substandard lot can the council eliminate the ability to be a car lot. City Staff commented in terms of the lot size the car lots are all smaller than what is allowed by the ordinance and the lot size is 2 acres for car dealership. The Conditional Use Permit runs with the land and it is a right of the land. The City can either Revoke the Conditional Use Permit or it can be vacated by the property owner. Mayor Paiement asked if the council is inclined to if one of the car lots leaves if they can revoke the license and restructure the ordinance. If the City Council find that only 3 lots make sense for the City of Lakeland the ordinance can be rewritten. City Attorney Dave Snyder keeping Council at an executive status on this then staff would come back to the Council with a rewritten ordinance and at that time the final decision can be made to what makes sense for Lakeland. Council Member Thran made a motion to limit it to 3 car lots and raise the minimum lot size to 4 acres for any new or incoming businesses to leave more of a buffer between them and the residential areas. Seconded by Council Member Craggs, Council Member Sand is concerned about changing the ordinance and the impact on the current business owners. This is not saying the lots that are currently in town won't be able to operate it is saying the Council can move to case by case basis. City Attorney Dave Snyder recommend that staff offer a draft ordinance for an upcoming meeting to set up a public hearing and get everything in black and white to give a good basis to talk about the details. Motion carries all Aye motion carries

D. Discussion on Road Action on St. Future at 1747 Riverside Road Removed at the request of City Attorney Dave Snyder

E. Discussion on Synopsis of IT issues - We have eliminated 1 of the 2 Go Daddy accounts and CIT has control over the existing GO Daddy Website and all of the security weaknesses have been closed per CIT. The City Council has requested a closed session next month to get a better grasp of what is going on with our IT system.

F. Discussion and Action on Lower St Croix Valley Fire Department Relief Association -A roll call vote was taken all ayes Resolution 2021-06 passes

G. Discussion and Action setting CUP Revocation Hearing - Julia Paulsen Mullin staff was directed to look at the car lots and we found that there was a violation for the number of cars per the Conditional Use Permit. The violation has not been addressed. Staff wanted to bring the issue to you for direction on the enforcement action. The issue is the permit allows for 5 cars but the business has an additional 20 cars on the lot. Council Member

Sand wants to make sure staff is being even handed to each car lot. Staff responded that they met with 3 out of the 4 car lots and made sure that all the rest are within the realm of their Conditional Use Permits.

H. Discussion on Ordinance for City Council Pay Increase- This discussion was raised by the previous Council last year according to a survey our City Council is way below the pay scale. The idea is it would create more incentive for other residents to be interested in taking a Council seat. Council Member Sand made a motion to have Acting Clerk and Finance come back with a recommendation for appropriate Salaries for the Council. Seconded by Mayor Paiement all Ayes, motion carries

9. **CITY STAFF REPORTS-** I have been doing lots of Webinars presented by FEMA to gain knowledge on various flooding issues and types of variances. I have been working closely with Julia on some of the enforcement issues that are ongoing in the area. Read a statement from Dan Starry in regards to the possible ongoing unrest in the cities
City Attorney Snyder is pointing out that we are working on more ongoing communication between staff and the City Council
10. **CITY COUNCIL AND MAYOR REPORTS** Pat Rivers thanks everyone for the opportunity to work on the City Council
City Staff was directed to post that the Council will be present at the Spring Clean-up
11. **ADJOURN a Motion to adjourn was made by Council Member Craggs and seconded by Mayor Paiement All Ayes Motion carries @8:24 PM**