

## LAKELAND CITY COUNCIL MEETING MINUTES 2017

### CITY COUNCIL MEETING MINUTES / MARCH 21, 2017

#### OFFICIAL RECORDED MINUTES OF LAKELAND CITY COUNCIL MEETING

TUESDAY, MARCH 21, 2017

WORKSHOP – Compensation and Oversight of the Public Works Commissioner and the City Clerk position  
5:00 p.m. to 6:00 p.m.

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

STAFF PRESENT: City Attorney Josh Brekken, City Treasurer Tom Niedzwiecki, City Clerk Jennifer Hutchins Farrell

OTHERS PRESENT: Jim Stanley, Kevin Johnson, Kurt Bearinger (WSB), Scott Qualle (MNSPECT), Allan Brandt (Washington County), Tony Willger (Stillwater Area Schools)

1. CALL TO ORDER by Mayor Glasgow at 6:03 p.m.

2. PLEDGE OF ALLEGIANCE was recited.

3. ADOPT AGENDA:

**Motion/Second: Stanton/Fahey. To Adopt the Agenda of the March 21, 2017 Regular City Council Meeting as presented.  
Motion carried 3-0.**

Time Stamp 00:54

4. CONSENT AGENDA: **Motion/Second: Stanton/Fahey. To approve the Consent Agenda Items A – F as presented. ROLL CALL: Consent Agenda Approved 3-0.**

- A. Approve Consent Agenda (A-G) February 21, 2017 City Council Meeting
- B. Approve February 21, 2017 City Council Meeting Minutes
- C. Approve February 28, 2017 Special City Council Meeting Minutes
- D. Resolution 2017-11 Lower St. Croix Valley Firefighters Relief Association Pension Benefit Increase
- E. Monthly List of Claims
- F. City Treasurer's Report

Time Stamp 01:39

5. AGENCY REPORTS

A. LAW ENFORCEMENT REPORT

Jennifer Hutchins Farrell, City Clerk, reported 6 citations and 47 incidents for the month of March 2017; item of interest is that two citations were issued for animals running at large.

B. FIRE DEPARTMENT REPORT/LSCVFD PROTECTION DISTRICT 2017 BUDGET

Jim Stanley, LSCVF, thanked city council for support of Resolution 2017-11; he would like the council to consider inspections for all businesses; need policing that businesses with sprinkler systems have an annual inspection per annual fire code requirements; in past, did friendly walk through; they are not opposed to doing that. In answer to Mayor Glasgow's mention of solar panels, the Fire Department needs to know where solar panels are located especially during winter or at night as they still produce power even when disengaged; assuming a permit is issued, he will update Washington County CAD so when they do get a call, they will be aware of any solar panels. Mayor Glasgow informed they will be flushing hydrants as soon as ground is thawed, and City is aware there are a number of hydrants not in working order. Stanley said LSCVF is aware of two non-working hydrants, one at the end of Quixote and one under the bridge; prefers they mark with a ring to mark out of service; no fire restrictions in effect but expecting DNR ban typically placed in spring.

C. GOVERNMENT AFFAIRS REPORT – See Lakeland Update February 2017; more information will be forthcoming regarding Community Block Grant Program – public housing is still being considered.

D. ANIMAL CONTROL REPORT – February 2017 report lists one dog lost, one dog found.

E. BUILDING PERMIT REPORT – Scott Qualle, MNSPECT, reported 22 total permits issued for quarter – 18 re-roof/reside; Afton-Lakeland Elementary has not started work of amendment to their existing CUP except for condenser pad; plans to be ready to begin project June 1; permit issued just for pipes; Kurt Bearinger (WSB) will be doing zoning and planning for the city.

- F. ENGINEERING REPORT – Jim Stanton provided engineering report from Dave Simons, SEH; In February, Engineer provided City with information on spring road restrictions; reviewed a street opening permit application from Comcast for utility work at intersection of Division Street and Quehl Avenue North; reviewed construction plans prepared by Washington County for reconstruction of the St. Croix Valley Trail; beginning February 28, began providing Contract Water Operator services; in 2018, City planning to do major redo of Quality and 3<sup>rd</sup> Street – waiting for spring drainage to dry out and then they will provide a drainage update.

6. OPEN FORUM

Jessica Eling, 220 Quant Avenue North. Provided information regarding a dog attack written by her mother, Paulene Eling, for her mother, Judy Stoerzinger, who lives at 9 Quamwell Avenue North. (See letter on file at City Hall).

Cathleen Amick, Judy Stoerzinger's daughter. Has read City Ordinances and requested interpretation of potential dangerous animals and if dogs fit definition, as well as clarification if the City should have been notified or animal control. City Clerk Hutchins Farrell indicated the city would like to work with the owner of the dogs; administrative fines can be issued to remediate.

Abby Schlemmer, 16 Quamwell Avenue North. Has dog in question; dogs did jump fence and one dog did attack Judy Stoerzinger's dog; she stated no evidence regarding the first dog attack that left one of Stoerzinger's dog fatally injured; however, dog in question who attacked Stoerzinger's second dog was put down within hours; was boxer/German shepherd mix, not Pitbull; would like to move on with her life and have voicemails/flyers, etc. discontinued as she feels uncomfortable in her own home.

Rick Swanson, Bonsai Motors, LLC, 404 St. Croix Trail. Located by first roundabout; has taken over Spot's space next door; questions traffic concerns as he has attempted improvements to property; since CUP renewed a couple of years ago, has entertained 100 customers who also frequent other businesses in Lakeland; would like to raise sales to 300 units; asked if anyone had questions for him. Mayor Glasgow suggested being proactive to keep open line of communication. Council Member Stanton asked if sign within right of way and answer was landlord had placed.

7. PUBLIC HEARING

- A. Public Hearing on a Conditional Use Permit for Afton-Lakeland Elementary School

**Motion/Second: Stanton/Glasgow to open Public Hearing at 7:30 p.m.**

**Time Stamp 44:34**

**No written comments received. No public comments.**

**Motion/Second: Fahey/Glasgow to close Public Hearing at 7:41 p.m.**

**Time Stamp 46:03**

8. CITY BUSINESS

- A. Resolution 2017-12 Conditional Use Permit: Afton-Lakeland Elementary School

**Motion/Second: Stanton/Glasgow. To approve Resolution 2017-12, a Resolution amendment to an Existing Conditional Use Permit (CUP) for the Addition of Air Conditioning Chiller and Screening Wall Enclosure at Afton-Lakeland Elementary School, 475 St. Croix Trail South. ROLL CALL: 3-0-0. Resolution 2017-12 adopted.**

City Attorney Brakken clarified going forward that the City of Lakeland holds the Conditional Use Permit and City of Lakeland Shores will issue needed permits; even though work is being done on the building located in the City of Lakeland Shores, Afton-Lakeland is on Lakeland territory, and as legal wherewithal, there should be no questions going forward. Tony Willger, Manager of Facilities and Site Operations for Stillwater Schools, provided overview of project.

**Time Stamp 53:25**

- B. Resolution 2017-13 Cooperative Agreement between the City of Lakeland and Washington County for Construction Cost of Afton-Lakeland Trail.

**Motion/Second: Stanton/Glasgow. To approve Resolution 2017-13, a Resolution of a Cooperative Agreement between the City of Lakeland and Washington County for Construction Cost of Afton-Lakeland Trail. ROLL CALL: 3-0. Resolution 2017-13 adopted.**

Allan Brandt, Project Manager for Washington County, explained needed improvements on Trail and assistance provided from LSCV Foundation and Commissioner Kriesel.

**Time Stamp 1:07:59**

- C. Public Works Commissioner Compensation and Oversight

Item to be postponed, but consensus reached for draft agreement; special city council meeting will be called for approval; Jim Stanton will be compensated \$750/month flat fee for filling in as City Public Works Commissioner.

- D. City Clerk Position

Administrator/City Clerk Sandie Thone resigned from her position in March 2017. Jennifer Hutchins Farrell who was hired as Deputy Clerk in September 2016 has stepped up to fill the open City Clerk position.

**Motion/Second: Glasgow/Fahey. To adopt Resolution 2017-14, a Resolution offering Jennifer Hutchins Farrell the full-time position of Lakeland City Clerk effective March 21, 2017. ROLL CALL: 3-0. Resolution 2017-14 adopted.**

**Time Stamp 1:12:34**

**Consensus made to amend the Government Affairs Consultant Contract with Mark Nagel – to be continued at April 2017 city council meeting. Consensus approved 3-0.**

**Time Stamp 1:13:48**

E. New City Hall Project Update: Arson, Insurance, and Clean-Up

City Attorney Brekken is working on City Hall update; appraisal has been received and response will be coming sometime next week after he reviews proposal.

F. MNSPECT Contract Amendment: Planning and Zoning

**Motion/Second: Stanton/Fahey. To amend the contract with MNSPECT to include City Planning and Zoning Duties. 3-0-0; motion passed.** Attorney Brekken has reviewed.

**Time Stamp 1:18:31**

G. City Hall Security System

Mayor Glasgow reported bids are being received for a security system at Water Plants 1 and 2 and the current City Hall to facilitate use of key fobs; locks have all been changed; plans are to use the City Hall downstairs as a community center – need to control times of access; to be discussed further at next city council meeting.

9. CITY STAFF REPORTS

**City Attorney Josh Brekken**

Has moved back from Michigan and appreciates being back as Lakeland's City Attorney; will be reporting on City Hall update soon.

**City Clerk**

A letter has been mailed from Minnesota Pollution Control Agency to various residents within the City in regard to wells and free sampling testing for contamination; free service they are offering; expressed gratitude to City Council and staff and thanked Sandie Thone for her past guidance; looking forward to new position as City Clerk; next month will be having a speaker on simple recycling - City pays nothing but good recycling initiative. Mayor Glasgow indicated Jennifer Hutchins Farrell will be added as signer for 4H Fund along with himself, Council Member James Stanton, and City Treasurer Tom Niedzwiecki.

**City Treasurer/Tom Niedzwiecki**

Two months into the New Year review; did not receive snowplowing bill for February. Council member Stanton will follow-up. Also, has been working with Council Member Stanton and City Clerk Jennifer Hutchins Farrell on transition and HR issues in terms of benefit plans, etc. and has been working with attorney on arson issue.

10. CITY COUNCIL AND MAYOR REPORTS

**Council Member Tami Fahey**

Went with Mayor Glasgow to Recycling and Energy Center in Newport – found very informative.

**Council Member James Stanton**

Learning about City Water System; updating system to lower chlorine by 90% and eliminate sulfur dioxide.

**Mayor Glasgow**

- Noted reconstruction of bike trail and LSCV Community Foundation assistance;
- Change to mailing newsletter, 102 hard copies are mailed, 36 emailed, and 2 will receive at local businesses;
- Contract with Valley Access Channels has not been renewed – City Treasurer Niedzwiecki has issued a check of \$19,365.69 representing franchise fees that will be put in long term improvement fund;
- Syringes found on Lakeland Beach; finds need to have 24 hour emergency phone numbers listed on website (Mayor Glasgow and Council Member James Stanton) in the event this happens again or a resident needs to get ahold of someone from the City during times the City Office is not open.

11. ADJOURN

**Motion/Second: Fahey/Stanton. To adjourn the March 21, 2017 City Council at 7:47 p.m. 3-0; Motion Carried.**

**Time Stamp 1:41:31**

Respectfully submitted by Kate Piscitello

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Richard Glasgow, Mayor

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Jennifer Hutchins Farrell, City Clerk