

PROCEEDINGS OF THE MOUNDS VIEW CITY COUNCIL  
CITY OF MOUNDS VIEW  
RAMSEY COUNTY, MINNESOTA

**APPROVED**

Regular Meeting  
February 13, 2017  
Mounds View City Hall  
2401 Mounds View Blvd, Mounds View, MN 55112  
7:00 P.M.

- 
1. **MEETING IS CALLED TO ORDER**
  2. **PLEDGE OF ALLEGIANCE**
  3. **ROLL CALL:** Gunn, Hull, Meehlhause, Mueller

**NOT PRESENT:** None.

4. **APPROVAL OF AGENDA**
  - A. **Monday, February 13, 2017, City Council Agenda.**

MOTION/SECOND: Mueller/Hull. To Approve the Monday, February 13, 2017, agenda as presented.

Ayes – 4

Nays – 0

Motion carried.

5. **PUBLIC INPUT**

None.

6. **SPECIAL ORDER OF BUSINESS**
  - A. **Presentation by Representative Randy Jessup**

Representative Randy Jessup provided the Council with an update from the Legislature. He stated he was grateful for the opportunity to represent the residents of Mounds View in St. Paul. It was his hope the legislators would continue to work together to get a lot accomplished during the ongoing session.

Council Member Meehlhause welcomed Representative Jessup and congratulated him on the recent election. He asked if the Rice Street Bridge funding had been passed. Representative Jessup stated this bonding package did not get passed last May. He commented further on the Rice Street Bridge design plans and noted a forum would be held at Vadnais Heights Commons on Tuesday, February 21<sup>st</sup> from 4:00 to 7:00 p.m. He encouraged Mounds View residents to

attend this event in order to provide their feedback. He reported this bridge was a priority for Ramsey County and he would continue to work on this project.

Council Member Meehlhause encouraged Representative Jessup to assist with seeking additional funding sources for the I-35W MnPASS project.

Council Member Gunn reported this project had a \$75 million funding gap at this time and noted MnDOT was reapplying for grants. Representative Jessup understood this project was a priority, along with the sound wall in Mounds View.

William Bergeron, 7729 Woodlawn Drive, asked Representative Jessup how he stood on House File 600. Representative Jessup explained House File 600 pertains to employment law and who should govern the relationship between an employer and employee. He stated this was a difficult topic and noted there were jurisdictions of cities and counties where the labor contract was dictated from a federal jurisdiction, as well as at a state level. He did not believe that cities should be competing with each other for employees or employers.

Finance Director Beer requested further comment on the right of way bill. Representative Jessup stated he had limited knowledge on this bill. He understood the intent of the bill was that cell providers would like to have a uniform process across municipalities.

Representative Jessup stated he would be at the Mounds View Caribou to meet with residents on Saturday, February 18<sup>th</sup> from 8:30 to 10:30 a.m.

Mayor Mueller thanked Representative Jessup for attending and for his presentation.

**B. Presentation from Jerry Hromatka, President and CEO of Northeast Youth and Family Services**

Jerry Hromatka, Northeast Youth and Family Services, introduced himself to the Council and thanked them for their time. He stated 2017 marked the 40<sup>th</sup> anniversary of Northeast Youth and Family Services. He thanked Mounds View for their continued support stating he truly appreciated this valuable partnership. He described the great work that was being done to address mental health and at risk youth in the community. He discussed how NYFS was addressing these concerns through mental health, communication services and their day treatment programs. He commented on NYFS's revenue sources along with the numerous benefits provided to its member cities. He reported 90 Mounds View households were served in 2016. He provided further comment on the current community trends and made a call for residents to get involved. It was his hope collaboration between municipalities would continue in order to address the changing climate in the Northeast metro area.

Mayor Mueller thanked Mr. Hromatka for the great work he does on behalf of the community.

**7. COUNCIL BUSINESS**

**A. Resolution 8710, Approving the 2017 Public Works Parks and Seasonal Positions.**

City Administrator Ericson requested the Council approve the 2017 Public Works parks and seasonal positions. He explained these 10 employees would assist the City with summer and fall activities. These employees would work up to 40 hours per week and would not exceed 119 days with the City.

Council Member Meehlhause asked if the City was successful in hiring all 10 positions last summer. Public Works Supervisor Peterson reported the City was short one seasonal worker in 2016.

Mayor Mueller questioned the number of seasonal workers that returned each year. Public Works Supervisor Peterson explained the City had a number of seasonal workers that returned each year.

**MOTION/SECOND:** Hull/Gunn. To Waive the Reading and Adopt Resolution 8710, Approving the 2017 Public Works Parks and Seasonal Positions.

Ayes – 4

Nays – 0

Motion carried.

**B. Resolution 8707, Authorizing the Hire of Kerrie Kane to the Position of Receptionist/Recycling Coordinator and Approval of a Revised Job Description.**

City Administrator Ericson requested the Council authorize the hire of Kerrie Kane as the City's receptionist/recycling coordinator and to approve a revised job description. He explained this position became vacant last fall and staff hired a temporary worker. This temporary worker, Kerrie Kane, has become an excellent employee for the City and staff recommended approval of her hire.

Mayor Mueller requested further information on the step being proposed for Ms. Kane. City Administrator Ericson stated the recommendation to begin at step 4 reflects the multiple years of experience Ms. Kane had in an office setting.

**MOTION/SECOND:** Meehlhause/Hull. To Waive the Reading and Adopt Resolution 8707, Authorizing the Hire of Kerrie Kane to the Position of Receptionist/Recycling Coordinator and Approval of a Revised Job Description.

Council Member Meehlhause believed that Ms. Kane would be a great addition to the City of Mounds View.

Mayor Mueller agreed.

Ayes – 4

Nays – 0

Motion carried.

**C. Resolution 8708, Approving the Purchase of One 2017 Ford Police Interceptor Utility Vehicle and One 2017 Ford Fusion Sedan Administrative Vehicle.**

Police Chief Harder requested the Council approve the purchase of one 2017 Ford Police Interceptor Utility Vehicle and one 2017 Ford Fusion Sedan Administrative Vehicle. He discussed the vehicles that would be replaced and noted the new vehicles were included in the 2017 budget. It was noted the expense for the two vehicles would be \$76,016. Staff recommended approval of the vehicle purchases.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8708, Approving the Purchase of One 2017 Ford Police Interceptor Utility Vehicle and One 2017 Ford Fusion Sedan Administrative Vehicle.

Mayor Mueller discussed an exhaust system recall that may occur on Ford Explorers and requested Chief Harder investigate this further to see if the City's squad cars would be impacted.

Ayes – 4

Nays – 0

Motion carried.

**D. Resolution 8705, Approving a Renewed Three-Year Labor Agreement with Law Enforcement Labor Services (LELS) Local 204 (Patrol Officers and Investigators) Effective January 1, 2017, through December 31, 2019.**

City Administrator Ericson requested the Council approve the renewed three-year labor agreement with the Law Enforcement Labor Services (LELS) 204 (Patrol Officers and Investigators) effective January 1, 2017 through December 31, 2019. He discussed the negotiation process with the Council along with the changes that were made to the labor agreement. He reported both the City and officers were amenable to the contract changes. Staff recommended approval of the three-year labor agreement.

MOTION/SECOND: Meehlhause/Hull. To Waive the Reading and Adopt Resolution 8705, Approving a Renewed Three-Year Labor Agreement with Law Enforcement Labor Services (LELS) Local 204 (Patrol Officers and Investigators) Effective January 1, 2017, through December 31, 2019.

Mayor Mueller thanked City Administrator Ericson for the work he conducted with the union in order to negotiate the three-year contract.

Ayes – 4

Nays – 0

Motion carried.

**E. Resolution 8706, Approving a Renewed Three-Year Labor Agreement with Law Enforcement Labor Services (LELS) Local 232 ( Sergeants) Effective January 1, 2017, through December 31, 2019.**

City Administrator Ericson requested the Council approve the renewed three-year labor agreement with the Law Enforcement Labor Services (LELS) Local 232 (Sergeants) effective January 1, 2017 through December 31, 2019. He commented on the negotiation process with the Sergeants along with the changes that were made to the contract. He reported both the City and members were amenable to the contract changes. Staff recommended approval of the three-year labor agreement.

**MOTION/SECOND:** Mueller/Hull. To Waive the Reading and Adopt Resolution 8706, Approving a Renewed Three-Year Labor Agreement with Law Enforcement Labor Services (LELS) Local 232 (Sergeants) Effective January 1, 2017, through December 31, 2019.

Mayor Mueller thanked City Administrator Ericson for the work he conducted with the Sergeants group in order to negotiate the three-year contract.

Ayes – 4

Nays – 0

Motion carried.

**F. Resolution 8704, Authorizing Entry into a Joint Powers Agreement with Coon Rapids.**

Public Works Director Erickson requested the Council authorize staff to enter into a Joint Powers Agreement (JPA) with the City of Coon Rapids. He reported the JPA would allow Mounds View to conduct street maintenance with a volume discount. He explained the agreement did have an “opt out” clause if bids were to come in very high. He described some of the work that was completed in 2016 and recommended the Council approve the JPA.

Council Member Meehlhause questioned what the administrative fee was that was charged by the City of Coon Rapids. Public Works Director Erickson explained the administrative fees were on a sliding scale depending on the scope of the project being completed. He reported the administrative fees ranged from 1% to 2%.

Council Member Meehlhause asked what projects the City had planned for 2017. Public Works Director Erickson discussed the sealcoating project that would be completed in Area D.

Mayor Mueller questioned how the project would be billed to the City. Public Works Director Erickson explained the contractor would be billing the City directly. He reported staff would verify the amount of material used on the project prior to paying any invoices.

**MOTION/SECOND:** Hull/Meehlhause. To Waive the Reading and Adopt Resolution 8704, Authorizing Entry into a Joint Powers Agreement with Coon Rapids.

Ayes – 4

Nays – 0

Motion carried.

**G. Resolution 8711, Authorizing Request for Quotes for Roof Drain Repair at City Hall.**

Public Works Director Erickson requested the Council authorize a request for quotes for a roof drain repair on City Hall. He explained a drain in City Hall has been leaking for some time and also noted the roof drain lines were in need of insulation. He stated he had several consultants investigate the situation and recommended the Council authorize staff to request quotes for the project. It was noted this project was not included in the 2017 budget.

Mayor Mueller questioned how this project would be funded. Finance Director Beer reported the project could be funded through the Special Projects Fund.

Mayor Mueller asked what the estimated costs were to complete the project. Public Works Director Erickson discussed the cost to complete the mold remediation and wall repair. He noted staff had found carpet remnants in the basement of City Hall and would be using this material to replace the damaged carpeting.

**MOTION/SECOND:** Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 8711, Authorizing Request for Quotes for Roof Drain Repair at City Hall.

Ayes – 4

Nays – 0

Motion carried.

**H. Resolution 8709, Approving the Purchase of One Dump Truck.**

Public Works Supervisor Peterson requested the Council approve the purchase of one dump truck. He explained dump trucks were used for many purposes by the Public Works Department such as snow removal, asphalt work and hauling debris. He stated the unit proposed for replacement was 14 years old. He indicated the City would be receiving \$48,000 trade-in value on the used truck. He discussed the expense for the new unit and explained how staff would be covering the overage through a budget adjustment. Staff recommended approval of the dump truck purchase.

Mayor Mueller asked if the new dump truck would have the under body plow installed. Public Works Supervisor Peterson reported this was the case.

**MOTION/SECOND:** Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8709, Approving the Purchase of One Dump Truck.

Council Member Meehlhause thanked staff for the thorough report and for describing to the Council how the additional expense would be covered.

Council Member Hull appreciated the fact that the Public Works staff was properly maintaining the dump trucks and all vehicles so well.

Ayes – 4

Nays – 0

Motion carried.

**I. Resolution 8712, Approving the Purchase of Two (2) Service Pickup Trucks.**

Public Works Supervisor Peterson requested the Council approve the purchase of two service pickup trucks. He reported these vehicles would be used by the street and water department. He explained he was looking to purchase two F-150 trucks through the State contract. He discussed the equipment that would be placed on each of the vehicles and recommended approval of the request. It was noted the trucks being replaced would be put on auction.

MOTION/SECOND: Meehlhause/Hull. To Waive the Reading and Adopt Resolution 8712, Approving the Purchase of Two (2) Service Pickup Trucks.

Mayor Mueller asked if both of the trucks were super cabs. Public Works Supervisor Peterson reported this was the case.

Ayes – 4                      Nays – 0                      Motion carried.

**J. Resolution 8713, Approving the Purchase of a Used Utility Cart.**

Public Works Supervisor Peterson requested the Council approve the purchase of a used utility cart. He reported the utility cart would be used to assist with seasonal maintenance. Staff recommended approval of the utility cart purchase.

Mayor Mueller questioned how the utility cart differed from a golf cart. Public Works Supervisor Peterson reviewed a photograph of the cart and discussed the differences between the two vehicles.

MOTION/SECOND: Hull/Gunn. To Waive the Reading and Adopt Resolution 8713, Approving the Purchase of a Used Utility Cart.

Ayes – 4                      Nays – 0                      Motion carried.

**8. CONSENT AGENDA**

- A. Schedule a Public Hearing for Monday, February 27, 2017, to Consider a Transfer of an Off-Sale Intoxicating Liquor License from Menbe, Inc. (doing business as ABC Liquor) to AB Liquor, LLC.**
- B. Resolution 8714, a Resolution Approving a Supplement to Joint Powers Agreement for Provision of Fire Services with the Cities of Spring Lake Park and Blaine.**

MOTION/SECOND: Gunn/Meehlhause. To Approve the Consent Agenda as presented.

Ayes – 4                      Nays – 0                      Motion carried.

**9. JUST AND CORRECT CLAIMS**

Finance Director Beer answered the Council's questions related to claims.

MOTION/SECOND: Meehlhause/Hull. To Approve the Just and Correct Claims as presented.

Ayes – 4                      Nays – 0                      Motion carried.

**10. APPROVAL OF MINUTES**

**A. January 23, 2017, City Council Meeting Minutes.**

Council Member Gunn requested a correction on Page 5, Line 20 stating the line should read she provided further comment on federal funding.

Mayor Mueller requested a correction on Page 2, Line 37 stating Mayor Mueller requested that the City Council would remain flexible and allow for public comment a second time if a resident was not able to make a 6:00 p.m. meeting.

Council Member Meehlhause requested a correction on Page 3, Line 12 stating this line should read: coordinating special Public Works projects.

Council Member Meehlhause requested a correction on Page 5, Line 32 stating the line should read: was pleased to report tax collections were up 3%.

Council Member Meehlhause requested a correction on Page 5, Line 39 the word “a” should be deleted.

Council Member Meehlhause requested a correction on Page 5, Line 42 the word Board should be added after NYFS.

Council Member Meehlhause requested a correction on Page 7, Line 39 removing the word “a”.

MOTION/SECOND: Meehlhause/Gunn. To Approve the January 23, 2017, City Council meeting minutes as amended.

Ayes – 4                      Nays – 0                      Motion carried.

**11. REPORTS**

**A. Reports of Mayor and Council.**

Council Member Gunn reported last Thursday she attended the NYFS Service to Youth Award Ceremony where Officer Nate Garland was presented with an award. She stated it was a pleasure and an honor to be at this event.



Council Member Meehlhause explained he would be attending an NYFS Personnel Committee meeting on Wednesday, February 15<sup>th</sup> and an NYFS Board meeting on Thursday, February 23<sup>rd</sup>.

Council Member Gunn stated she would be attending a Cable Commission Board meeting on Thursday, February 16<sup>th</sup>.

Mayor Mueller indicated she would be attending a Reimagine Minnesota event on Thursday, February 16<sup>th</sup>. She reported on Thursday, February 23<sup>rd</sup> she would be attending the Ramsey County League of Local Government where all local legislators were invited to be in attendance.

Mayor Mueller invited the public to attend the next Festival in the Park Committee meeting on Tuesday, February 21<sup>st</sup> at 7:00 p.m. at City Hall in the conference room. It was noted this year's event would be held on Saturday, August 19<sup>th</sup>.

Mayor Mueller reported Representative Jessup would be at the Mounds View Caribou to meet with residents on Saturday, February 18<sup>th</sup> from 8:30 to 10:30 a.m.

Council Member Meehlhause stated the City was now taking nominations for Citizen of the Year. He indicated applications could be found on the City's website or at City Hall.

**B. Reports of Staff.**

**1. 2016 Police Department Annual Report**

Police Chief Harder reviewed the 2016 Police Department annual report with the Council. He thanked City Administrator Ericson for taking a department picture. He discussed a recent awards ceremony that was held by the department and noted the ribbons that were awarded to his officers. He reviewed the department's newly drafted mission statement. He reported crime stats were now posted online. He commented on the traffic analytic device that had been put into service in 2016.

Police Chief Harder discussed the staffing changes that occurred within the department and noted the department currently had one vacancy. He described how the department was using a rock wall as an outreach tool in the community. He commented on how the department was reaching out to veterans in the community. He encouraged the public to become involved in the City's Heart Safe initiative.

Police Chief Harder stated he was proud of Niko's accomplishments at a recent competition. He reviewed the numerous events Niko had attended in 2016. He indicated he was proud of the Police Athletic Program Officer Kasey Keckeisen was offering at the Community Center. He thanked the school resource officer for being a positive presence at the City's schools.

Police Chief Harder reviewed the extensive training completed by his officers in the previous year. He then commented on the department's goals for 2017. It was noted the department would be implementing body cameras in the coming year. He stated he was looking forward to attending the 1<sup>st</sup> Annual Daddy Daughter Dance on February 14<sup>th</sup> with 250 other individuals. He

explained he would continue to work on outreach opportunities for the community. It was his hope to have an officer on the Violent Crimes Enforcement Team (VCET) later this year.

Mayor Mueller stated she was very impressed with the Mounds View Police Department's mission statement. She thanked him on behalf of the City Council for this thorough report.

## **2. Recap of City Council Retreat**

City Administrator Ericson provided a recap from the City Council Retreat. He explained the Council Retreat was held on Monday, January 30<sup>th</sup> at the Community Center. The four main areas of focus for the Council were:

1. Focus on Racial Equity - Create an Inclusive Community
2. Develop a Water Infrastructure Financing Implementation Plan
3. Establish a 60<sup>th</sup> Anniversary Committee
4. Personnel Planning and Recruitment - Attracting and Retaining Employees

City Administrator Ericson stated these four goals would be the highlighted ones in 2017. He requested the Council provide staff with direction on how to proceed.

Mayor Mueller recommended this item be further addressed by the Council at the Monday, March 6<sup>th</sup> Council worksession meeting.

City Administrator Ericson reported on Thursday, February 2<sup>nd</sup> he attended a School Board meeting. He provided the Council with an updated newsletter from the school district and noted enrollment was on the rise. He reported district admin offices would be moved and school additions may be needed in the future.

City Administrator Ericson stated he would be attending the Community Partners for Youth luncheon on Tuesday, March 7.

Public Works Director Erickson reported in light of the recent water situations at the City of Blaine, he reported the Mounds View's water supply was safe and secure. He provided further comment on the safeguards and monitoring system the City had in place.

Public Works Director Erickson stated he was a week away from opening bids for the new Public Works Facility. He explained staff was seeking a rental space to allow the Public Works staff to vacate its current space in order for it to be demolished. He reported staff would be spread out, along with the equipment for a portion of time. He noted he would be renting several storage pods to assist with the transition to the new space over the coming year.

Mayor Mueller questioned if the Fire Department had space available for equipment storage. Public Works Director Erickson stated he would investigate this further.

Public Works Director Erickson recommended the ice rinks be shut down due to the warm weather the City has been experiencing.

**C. Reports of City Attorney.**

There was nothing additional to report.

- 12. Next Council Work Session: Monday, March 6, 2017, at 7:00 p.m.  
Next Council Meeting: Monday, February 27, 2017, at 7:00 p.m.**

**13. ADJOURNMENT**

The meeting was adjourned at 9:35 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*