

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

**APPROVED**

Regular Meeting

June 26, 2017

Mounds View City Hall

2401 County Road 10, Mounds View, MN 55112

6:00 P.M.

- 
1. **MEETING IS CALLED TO ORDER**
  2. **PLEDGE OF ALLEGIANCE**
  3. **ROLL CALL:** Bergeron, Gunn, Meehlhause, Mueller  
  
**NOT PRESENT:** Hull
  4. **APPROVAL OF AGENDA**
    - A. **Monday, June 26, 2017, City Council Agenda.**

MOTION/SECOND: Gunn/Bergeron. To Approve the Monday, June 26, 2017, agenda as presented.

Ayes – 4

Nays – 0

Motion carried.

5. **APPROVAL OF MINUTES**
  - A. **June 12, 2017, City Council Close Session Minutes.**

MOTION/SECOND: Gunn/Meehlhause. To Approve the June 12, 2017, City Council Closed Session meeting minutes as presented.

Ayes – 4

Nays – 0

Motion carried.

6. **CONSENT AGENDA**

Council Member Gunn asked to remove Item 6C.

- A. **Just and Correct Claims.**
- B. **Resolution 8775, Adopting and Reporting Performance Measures.**
- C. ~~**Resolution 8776, Authorizing Insurance Policies for the Year January 2017 through December 2017.**~~

- D. Schedule a Public Hearing for Monday, July 10, 2017, at 6:00 p.m. to Consider a Temporary On-Sale Intoxicating Liquor License to Ole Piper Inn to Serve Liquor during the August 19, 2017, Festival in the Park.**

MOTION/SECOND: Bergeron/Meehlhause. To Approve the Consent Agenda as amended removing Item C.

Ayes – 4                      Nays – 0                      Motion carried.

- C. Resolution 8776, Authorizing Insurance Policies for the Year January 2017 through December 2017.**

Council Member Gunn requested further information on the insurance premiums for 2017. Finance Director Beer was pleased to report the City would be seeing a \$16,000 reduction in insurance premiums for 2017.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8776, Authorizing Insurance Policies for the Year January 2017 through December 2017.

Ayes – 4                      Nays – 0                      Motion carried.

**7. PUBLIC COMMENT**

None.

**8. SPECIAL ORDER OF BUSINESS**

None.

**9. COUNCIL BUSINESS**

- A. Public Hearing: Resolution 8766, Approval of a Conditional Use Permit for the Storage of Flammable Liquids Over 800 Gallons Above Ground for Property Located at 4821 Mustang Circle.**

Planner Sevald explained the applicant, St. Cloud Industrial Products, was requesting to locate three above ground tanks on the property at 4821 Mustang Circle. He reviewed the location of the fuel tanks on the site map. He explained each tank would be required to have a fire permit from the City and be registered with the MPCA. Staff discussed the findings of fact and explained the Planning Commission recommended approval of the conditional use permit as requested.

Mayor Mueller understood the City sent out Public Hearing notices to eight property owners living within 350 feet of the property located at 4821. She asked if staff received any comments or questions regarding the requests. Planner Sevald stated he did not receive any inquiries.

Mayor Mueller opened the public hearing at 6:10 p.m.

Jim Freichels, 4860 Mustang Circle, stated his business, DellComm was located directly east of the subject property. He explained he had no objections to the proposed gas tanks.

Hearing no further public input, Mayor Mueller closed the public hearing at 6:13 p.m.

MOTION/SECOND: Mueller/Gunn. To Waive the Reading and Adopt Resolution 8766, Approval of a Conditional Use Permit for the Storage of Flammable Liquids Over 800 Gallons Above Ground for Property located at 4821 Mustang Circle.

Council Member Meehlhause thanked Mr. Freichels for coming forward and offering his support for the conditional use permit for St. Cloud Industrial Products.

Council Member Gunn read the conditions within the Conditional Use Permit for the record.

Council Member Bergeron was pleased that the underground tanks on this property had been removed.

Ayes – 4

Nays – 0

Motion carried.

**B. Public Hearing: Resolution 8768, Approval of a Conditional Use Permit for Automobile Assembly and/or Major Repair for property located at 4821 Mustang Circle.**

Planner Sevald stated St. Cloud Industrial Products, Inc. has purchased three properties with two buildings, located at 4821 and 4825 Mustang Circle. The building located at 4821 Mustang Circle is intended to be used for the customization, maintenance and repair of school buses and commercial vehicles. St. Cloud Industrial Products, Inc. is the parent company of *North Central Bus & Equipment*, and *Parts Midwest*. The businesses will be relocating from Minneapolis to Mounds View during the summer of 2017. North Central Bus & Equipment will operate from 4821 Mustang Circle (south building), while Parts Midwest will operate from 4825 Mustang Circle (north building). It was noted these properties were industrial in nature. Staff reviewed the request in further detail and noted the Planning Commission recommended approval of the Conditional Use Permit.

Mayor Mueller opened the public hearing at 6:19 p.m.

Hearing no public input, Mayor Mueller closed the public hearing at 6:19 p.m.

Council Member Meehlhause questioned what types of repairs would occur at this property. Mike Brolick, Vice President of St. Cloud Industrial Products, discussed the type of work that would be conducted on the property noting his company would be outfitting and completing pre-delivery inspections for school buses.

Mayor Mueller questioned how many new employees would be brought to this location. Mr. Brolick estimated four new employees would be hired for the Mounds View facility.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Resolution 8768, Approval of a Conditional Use Permit for Automobile Assembly and/or Major Repair for property located at 4821 Mustang Circle.

Ayes – 4

Nays – 0

Motion carried.

**C. Resolution 8779, Approving County Road H/I-35W Reconstruction and CSAH 10 Trail Segments 6 & 11 Cost Share Agreement with Ramsey County.**

Public Works Director Erickson requested the Council approve the County Road H/I-35W reconstruction and CSAH 10 trail segments 6 and 11 Cost Share Agreement with Ramsey County. He discussed the proposed project in further detail and recommended approval of the Cost Share Agreement.

Finance Director Beer reported this project came in much lower than the engineer's estimate. Public Works Director Erickson stated this was the case. He explained the project would cost approximately \$89,000 when the original estimate was \$285,000.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8779, Approving County Road H/I-35W Reconstruction and CSAH 10 Trail Segments 6 & 11 Cost Share Agreement with Ramsey County.

Ayes – 4

Nays – 0

Motion carried.

**D. Resolution 8780, Authorization to Advertise for the Public Works Director Position.**

Acting City Administrator Crane reported Public Works Director Erickson has put in his letter of resignation with the City of Mounds View and his last day with the City would be July 14<sup>th</sup>. She requested the Council authorize staff to advertise for the Public Works Director Position.

MOTION/SECOND: Mueller/Meehlhause. To Waive the Reading and Adopt Resolution 8780, Authorization to Advertise for the Public Works Director Position.

Ayes – 4

Nays – 0

Motion carried.

**E. Resolution 8781, Authorization to Advertise for the Public Works Facilities Maintenance/Custodian Position and Approve a New Pay Plan.**

Acting City Administrator Crane requested the Council authorize staff to advertise for the Public Works Facilities Maintenance/Custodian position and approve a new pay plan. She reported the

Council previously discussed this matter at a recent worksession meeting. After reviewing the current pay plan as directed by the Council, it was determined the custodian was being over compensated. Staff recommended the Council authorize advertisement for the Public Works Facilities Maintenance/Custodian position and approve a new pay plan.

MOTION/SECOND: Bergeron/Meehlhause. To Waive the Reading and Adopt Resolution 8781, Authorization to Advertise for the Public Works Facilities Maintenance/Custodian Position and Approve a New Pay Plan.

Ayes – 4

Nays – 0

Motion carried.

## **10. REPORTS**

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

Council Member Gunn reported National Night Out would be held on Tuesday, August 1<sup>st</sup>. She stated the Police Department would be hosting a pre-party on Saturday, July 29<sup>th</sup> from 2:00 p.m. to 5:00 p.m. behind the Mounds View Police Department.

Council Member Bergeron reported he attended the League of Minnesota Cities Conference last week in Rochester, Minnesota.

Council Member Meehlhause thanked Council Member Gunn for sharing the information regarding the National Night Out Pre-Party. He stated he received an email last week from Twin Cities Gateway and noted hotel taxes through April were down 6.6% in 2017 when compared to 2016.

Council Member Meehlhause reported he would be attending an NYFS Board meeting on Thursday of this week.

Mayor Mueller thanked each of the Councilmembers for attending the League of Minnesota Cities last week. She commented on the sessions she attended and stated she learned a great deal from this conference.

Mayor Mueller invited the public to attend the upcoming Festival in the Park committee meeting which would be held on Tuesday, July 18, 2017 at 7:00 p.m. at City Hall. She noted the Festival in the Park event was fast approaching and would be held on Saturday, August 19<sup>th</sup>.

Mayor Mueller reported the City was also seeking volunteers to assist with planning a celebration for the Mounds View's 60<sup>th</sup> anniversary which would occur in 2018.

Council Member Gunn reported County Road I was currently closed. She encouraged residents to plan their alternate routes accordingly. Public Works Director Erickson commented on the proposed timeline for this project.

Mayor Mueller explained City Administrator Ericson suffered a medical emergency while hiking in northern Minnesota. She wished him well in his recovery. She commented on a potential work from home policy for Mounds View staff and noted the Council would be reviewing this information at the July worksession meeting. She indicated the Council would not be holding a worksession meeting on Monday, July 3<sup>rd</sup>, but rather would hold its worksession meeting on Monday, July 17<sup>th</sup>.

Mayor Mueller encouraged residents to sign up to receive the *Sun Focus*. She explained this was the City's official newspaper publication and was available free of charge.

**B. Reports of Staff.**

**1. Public Works Department Update**

Public Works Director Erickson provided the Council with an update on the projects taking place in the City. He noted the Public Works Facility had most of its footings in place and stated the goal was to have wall panels installed mid-July. He reported streets were recently swept in preparation for the City's sealcoating project.

Mayor Mueller requested further information from staff on the patches along H2 and Sunnyside Road. Public Works Director Erickson explained there were three patches needed along these roadways. He reported staff had a quote for this work and this would be coming before the City Council at their next meeting.

Public Works Director Erickson explained Jeff Wienke and Jim Hess would be retiring after 28 and 25 years of service. He recommended that Public Works Supervisor Peterson be asked to serve as the Interim Public Works Director after July 14<sup>th</sup>. He reported there were no pending projects at this time, and explained that all pay requests would be taken care of before his departure.

Mayor Mueller wanted to be assured that Public Works Supervisor Peterson would have some support after Public Works Director Erickson left the City. He stated he would be reviewing the job descriptions for the staff members that were retiring and would make recommendations to City Administrator Ericson.

Council Member Meehlhause thanked Public Works Director Erickson for his service to the community and stated he was very pleased to have Public Works Supervisor Don Peterson on staff to step in and assist the City of Mounds View until a Public Works Director was hired.

Mayor Mueller thanked Public Works Director Erickson for his dedicated service to the City of Mounds View. Public Works Director Erickson stated he has greatly enjoyed his time working for this community.

Assistant City Administrator Crane reported City Administrator Ericson was on medical leave until further notice. She wished him a speedy and pain free recovery.

Assistant City Administrator Crane explained staff would be holding four interviews for the Housing/Code Enforcement Inspector this week. It was her hope staff would have a recommendation for the City Council on this position by the end of July.

Assistant City Administrator Crane reviewed the items that would be addressed by the Council at their July worksession meeting.

**C. Reports of City Attorney.**

City Attorney Anderson had nothing additional to report.

- 11. Next Council Work Session: Monday, July 17, 2017, at 6:00 p.m.  
Next Council Meeting: Monday, July 10, 2017, at 6:00 p.m.**

**12. ADJOURNMENT**

The meeting was adjourned at 7:31 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*