

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

APPROVED

Regular Meeting
August 28, 2017
Mounds View City Hall
2401 County Road 10, Mounds View, MN 55112
6:00 P.M.

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

NOT PRESENT: None.
 4. **APPROVAL OF AGENDA**
 - A. **Monday, August 28, 2017, City Council Agenda.**

MOTION/SECOND: Gunn/Hull. To Approve the Monday, August 28, 2017, agenda as presented.

Ayes – 5

Nays – 0

Motion carried.

5. **APPROVAL OF MINUTES**
 - A. **August 14, 2017, City Council Meeting Minutes.**

Council Member Meehlhause requested a correction on Page 4, Line 6 noting it should say discussed by the Council this evening.

Council Member Meehlhause requested a correction on Page 7, Line 44 stating the line should read: he would be able.

Council Member Meehlhause requested a correction on Page 9, Line 40 indicating this line should refer to Council Member Meehlhause.

Council Member Meehlhause requested a correction on Page 10, Line 1 noting this line should read: for public comment at 7:47 p.m.

Mayor Mueller requested a correction on Page 10, Line 15 stating Dallas Larson asked a question regarding the median.

Council Member Meehlhause requested a correction on Page 15, Line 29 requesting staff add that Mounds View was being named one of the safest.

Mayor Mueller requested a correction on Page 15, Line 23 stating the line should read: He explained he had applied for a grant.

Mayor Mueller requested a correction on Page 15, Line 38 changing this line to read: his concern was the vehicle owned by SBM may not be available to Mounds View in the event of multiple emergency events.

MOTION/SECOND: Gunn/Bergeron. To Approve the August 14, 2017, City Council meeting minutes as amended.

Ayes – 5

Nays – 0

Motion carried.

6. CONSENT AGENDA

Mayor Mueller asked to remove Item 6C.

- A. **Just and Correct Claims.**
- B. **Resolution 8816, Approving the Hire of Nick Bohmert to the Position of Facilities/Custodian Position within the Public Works Department.**
- ~~C. **Resolution 8811, Authorizing the Appointment of Celena Monn to fill a Vacated Seat on the Planning Commission.**~~
- D. **Schedule a Public Hearing for Monday, September 11, 2017, at 6:00 p.m. to Consider an Off-Sale 3.2 Malt Liquor License for Nilkanth Tobacco & Groceries, LLC, located at 2408 County Road I.**
- E. **Resolution 8819, Authorizing Additional Compensation for Tracy Juell, Public Works Administrative Assistance, for Working Outside of Job Classification.**
- F. **Resolution 8820, Authorizing the Hire of Barbara Benesch on a Part-Time Temporary Basis to Provide Administrative Assistance.**

MOTION/SECOND: Meehlhause/Gunn. To Approve the Consent Agenda as amended removing Item 6C.

Ayes – 5

Nays – 0

Motion carried.

- C. **Resolution 8811, Authorizing the Appointment of Celena Monn to fill a Vacated Seat on the Planning Commission.**

Mayor Mueller discussed the appointment process for Planning Commission members. She explained the City made an administrative error and lost an application for a highly qualified individual during its last appointment process. She was pleased that the City could right this wrong and was happy to be welcoming Celena Monn to the Planning Commission.

Celena Monn thanked the Council for honoring her application and for appointing her to the Mounds View Planning Commission. She explained she has been a resident of Mounds View for the past 19 years and was looking forward to being more involved in the community.

MOTION/SECOND: Mueller/Meehlhause. To Waive the Reading and Adopt Resolution 8811, Authorizing the Appointment of Celena Monn to fill a Vacated Seat on the Planning Commission.

Ayes – 5

Nays – 0

Motion carried.

7. PUBLIC COMMENT

Betty Droel, 8080 Groveland Road, thanked the Council for their time. She stated her husband built her home 40 years ago when Groveland Road was gravel. She explained she had a serious interest in Mounds View and how Groveland Road would be accessed. She indicated she would like to keep Groveland Road beautiful, peaceful and quiet. She recommended the new development (Boulevard) use Mounds View Boulevard and not Groveland Road.

Barbara Haake, 3024 County Road I, commented on the proposed MWF project. She understood the developer was proposing 60 units, which would generate a large number of car trips. She questioned where visitors would park when visiting this site. She estimated the apartment complex could have up to 120 children and believed the site was not a great location for this many children.

Mary Kay Walsh-Kaczmarek, 8345 Pleasant View Drive, stated she would like to see the City maintain the mature trees on the proposed Boulevard development given the large number of trees that have been lost in Mounds View due to disease or natural disasters. She explained the City was losing its shade cover. She recommended the City complete its own traffic and environmental impact study to gain further information on how this project will truly impact the City.

Dennis Hammes, 5511 Quincy Street, stated he has been a resident of Mounds View for 22 years. He expressed concern with how the proposed development would impact traffic in his neighborhood. He commented on how traffic has increased in his neighborhood due to the 35W/County Road I ramp closings. He anticipated the new apartment complex would compound this issue.

Tom Winiiecki, 2748 Sherwood Road, expressed concern with the proposed apartment complex and how it would increase traffic along Groveland Road and throughout his neighborhood.

Connie Hammes, 5511 Quincy Street, encouraged the Council to up the volume on the Council mics for the recordings of the meetings for Cable. She expressed concern with the safety of kids at the proposed apartment complex given the busy roadway it abutted.

8. SPECIAL ORDER OF BUSINESS

A. CenterPoint Energy Community Partnership Grant Award Presentation.

Natasha Zurich, CenterPoint Energy, presented the City with a Community Partnership Grant in the amount of \$495. She explained the grant would be used to purchase first aid and medical equipment.

Mayor Mueller thanked CenterPoint Energy for their generous donation. A round of applause was offered by all in attendance.

B. Presentation from Senator Jason Isaacson.

Mayor Mueller reported Senator Jason Isaacson was not able to be in attendance this evening.

9. COUNCIL BUSINESS

A. 6:00 p.m. Public Hearing to Consider Adoption of Ordinance 935 Continuing a Franchise Fee on Xcel Energy Electric and Natural Gas Operations.

Finance Director Beer requested the Council adopt an Ordinance that would continue a Franchise Fee with Xcel Energy Electric and Natural Gas Operations. He discussed the franchise and sunset clause noting an annual review of the Ordinance was required. Staff reviewed how the funds were utilized by the City for streets and recommended continuance of the franchise fee.

Mayor Mueller opened the public hearing at 6:37 p.m.

Hearing no public input, Mayor Mueller closed the public hearing at 6:37 p.m.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Ordinance 935 Continuing a Franchise Fee on Xcel Energy Electric and Natural Gas Operations, directing staff to publish the Ordinance summary.

ROLL CALL: Bergeron/Gunn/Hull/Meehlhause/Mueller.

Ayes – 5

Nays – 0

Motion carried.

B. 6:00 p.m. Public Hearing to Consider Adoption of Ordinance 936 Continuing a Franchise Fee on CenterPoint Energy Natural Gas Operations.

Finance Director Beer requested the Council adopt an Ordinance that would continue a Franchise Fee with CenterPoint Energy Natural Gas Operations. He discussed the franchise and sunset clause noting an annual review of the Ordinance was required. Staff reviewed how the funds were utilized by the City for streets and recommended continuance of the franchise fee.

Mayor Mueller opened the public hearing at 6:40 p.m.

Hearing no public input, Mayor Mueller closed the public hearing at 6:40 p.m.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Ordinance 936 Continuing a Franchise Fee on CenterPoint Energy Natural Gas Operations, directing staff to publish the Ordinance summary.

ROLL CALL: Bergeron/Gunn/Hull/Meehlhause/Mueller.

Ayes – 5

Nays – 0

Motion carried.

C. Resolution 8813, Authorizing Certification of the Preliminary General Fund Budget and Preliminary Property Tax Levy for Fiscal Year 2018.

Finance Director Beer requested the Council authorize the certification of the Preliminary General Fund Budget and Preliminary Property Tax Levy for 2018. He encouraged the Council to approve the maximum amount allowed by the Charter, noting reductions could be made between September and December when the final Budget and Levy would be approved. He stated inflation for 2018 was 2.3%. He noted the City received \$736,425 in LGA for 2017 and only 90% of that amount would be included in the 2018 budget. Staff provided further comment on the City's fund balances and requested approval of the preliminary budget and tax levy.

Council Member Hull asked how much taxes would go up for the median value home owner. Finance Director Beer stated at 7%, taxes would go up approximately \$75 per year for a median value home owner.

Mayor Mueller questioned if the bonding for the Public Works Facility included the State bid items. Finance Director Beer reported this was the case.

Council Member Meehlhause commented on his concerns within the 2018 budget and noted the new expenses the Council would have for the Public Works Facility bond payments and one additional officer for the Police Department. He discussed the importance of the City setting funds aside to take care of its new streets. He stated he was struggling with how to fund the new expenses and if the Council should have a large impact in one year, or have the increases spread out over two years.

Mayor Mueller stated she would support delaying the street maintenance expense of \$150,000 to 2019 or 2020. She understood the City had ample funds to cover the proposed 2018 street maintenance projects.

Council Member Meehlhause commented further on how property values in Mounds View were on the rise.

Mayor Mueller explained she did not care to increase the levy by double digits. She anticipated the only wiggle room the Council had was with the EDA levy and the street maintenance program.

Council Member Gunn questioned if \$100,000 for economic development activities was absolutely necessary. Finance Director Beer reported the City used to fund Street Maintenance through its TIF Districts. However, after these districts decertified the City had to begin setting funds aside for maintenance in 2017.

Council Member Gunn wondered if it was necessary to continue the proposed housing loan programs.

Council Member Meehlhause commented further on the City's housing loan programs and the proposed EDA levy.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8813 Authorizing Certification of the Preliminary General Fund Budget and Preliminary Property Tax Levy for Fiscal Year 2018.

Ayes – 5 Nays – 0 Motion carried.

MOTION/SECOND: Gunn/Hull. To recess the City Council meeting to an EDA Meeting.

Ayes – 5 Nays – 0 Motion carried.

Mayor Mueller recessed the meeting to an EDA Meeting at 7:13 p.m.

MOTION/SECOND: Gunn/Bergeron. To adjourn the EDA meeting and reconvene the City Council meeting.

Ayes – 5 Nays – 0 Motion carried.

Mayor Mueller reconvened the City Council meeting at 7:27 p.m.

D. Resolution 8814, Approving the Mounds View Economic Development Authority's Preliminary Budget and Preliminary Special Benefits Tax for Fiscal Year 2018.

Finance Director Beer requested the Council approve the Mounds View EDA's preliminary budget and special benefits tax for 2018. He explained the EDA has recommended approval of the preliminary numbers.

MOTION/SECOND: Gunn/Bergeron. To Waive the Reading and Adopt Resolution 8814, Approving the Mounds View Economic Development Authority's Preliminary Budget and Preliminary Special Benefits Tax for Fiscal Year 2018.

Ayes – 5 Nays – 0 Motion carried.

E. Resolution 8815, Supporting Local Decision-Making Authority.

City Administrator Ericson requested the Council approve a Resolution that would offer City support for local decision-making authority. He reported the language within the Resolution was modeled by the League of Minnesota Cities in order to address the need for cities to continue to have local decision-making authority. He reviewed a list of cities that have supported this legislation.

Council Member Bergeron explained the State legislators proposed over two dozen bills that would take away local authority and local control. He wanted to be assured that the public's voice could be heard and appreciated the Council's support on this Resolution.

Council Member Gunn thanked Council Member Bergeron for bringing this Resolution forward. She believed that Mounds View City Council knew what was best for this City and its residents and not State legislators.

Mayor Mueller agreed and recommended staff send a letter to the City's State Senator and Representative indicating that a Resolution has been passed by the City Council supporting local authority.

MOTION/SECOND: Bergeron/Gunn. To Waive the Reading and Adopt Resolution 8815, Supporting Local Decision-Making Authority.

Ayes – 5

Nays – 0

Motion carried.

F. Resolution 8812, Approving an Agreement with Fire Services Consulting, Inc. for Interim City Administrator Services.

City Administrator Ericson requested the Council approve an agreement with Fire Services Consulting for Interim City Administrator Services. He explained he would be leaving the City in two weeks which led the Council to pursue an Interim City Administrator. After meeting with four potential Interim City Administrators and interviewing the top two candidates, the Council supported the hire of Nyle Zikmund. He explained the potential start date for Mr. Zikmund would be Tuesday, September 5th. It was noted the termination date was open ended.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8812, Approving an Agreement with Fire Services Consulting, Inc. for Interim City Administrator Services.

Mayor Mueller reported Nyle Zikmund had a Master's Degree in Public Administration and has worked with three different municipalities in the past as the Fire Chief.

Ayes – 5

Nays – 0

Motion carried.

Nyle Zikmund thanked the Council for their vote of confidence.

G. Resolution 8817, Promoting Jonathan Sevald to the Position of City Planner/Supervisor within the Community Development Department and Approval of the Revised Job Description.

City Administrator Ericson requested the Council promote Jonathan Sevald to the position of City Planner/Supervisor within the Community Development Department and approval of a revised job description. He noted the Community Development Department has been without a Supervisor since 2011. He reviewed the draft job description for the Supervisor position and recommended approval of the reclassified position and promotion.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Resolution 8817, Promoting Jonathan Sevald to the Position of City Planner/Supervisor within the Community Development Department and Approval of the Revised Job Description.

Mayor Mueller questioned who Mr. Sevald would be supervising and who he would be reporting to. City Administrator Ericson explained Mr. Sevald would be supervising the permit technician, the code enforcement inspector as well as the building official. He added Mr. Sevald would be reporting to directly to the City Administrator.

Ayes – 5

Nays – 0

Motion carried.

H. Resolution 8818, Authorizing Engineering and Environmental Services, Inc. (AE2S) for Water Treatment Back Wash Study and Compliance Issue.

Interim Public Works Director Peterson requested the Council authorize Engineering and Environmental Services, Inc. (AE2S) to complete a water treatment back wash study and compliance issue. He reported the City recently received notice from the Met Council on an overage violation. This led staff to seek a consultant to assist with the compliance issue and how to rectify the situation. Staff reviewed the proposal from AE2S and recommended approval. It was noted the contract would be paid for out of the City's water fund.

Mayor Mueller asked how long the study would take to complete. Interim Public Works Director Peterson stated staff was uncertain as to the length of time that would be needed.

Mayor Mueller questioned if this project would continue through the winter. Interim Public Works Director Peterson anticipated the project would be completed and resolved sooner rather than later.

MOTION/SECOND: Hull/Meehlhause. To Waive the Reading and Adopt Resolution 8818, Authorizing Engineering and Environmental Services, Inc. (AE2S) for Water Treatment Back Wash Study and Compliance Issue.

Ayes – 5

Nays – 0

Motion carried.

I. Resolution 8822, Approving Consent to Partnership Change in Silver Lake Commons Project.

City Administrator Ericson requested the Council approve consent to a partnership change in the Silver Lakes Commons Project. He discussed the history of this property and reported this matter was reviewed by the City Attorneys' office. He commented on the number of affordable housing units that were available within Silver Lake Commons and recommended the Council consent to the partnership change.

MOTION/SECOND: Gunn/Hull. To Waive the Reading and Adopt Resolution 8822, Approving Consent to Partnership Change in Silver Lake Commons Project.

Ayes – 5

Nays – 0

Motion carried.

10. REPORTS

A. Reports of Mayor and Council.

Council Member Gunn reported the I35W Coalition would be meeting next on Thursday, August 31st to further discuss the upcoming project.

Council Member Gunn noted the Cable Commission would be holding a worksession meeting to discuss the 40% decrease in PEG fees.

Council Member Bergeron stated on Thursday, August 31st at 5:00 p.m. at Silver View Park the ceremonial first disc would be thrown for the Mounds View disc golf course.

Council Member Meehlhause noted there were very few new homes being constructed in Ramsey County. He discussed a new taxing district that would be created in Shoreview in order to redevelop a Deluxe building.

Council Member Meehlhause stated he would be attending an NYFS Board/Staff Picnic on Wednesday, August 30th.

Council Member Meehlhause invited the Council to attend the NYFS Taste of Northeast event which would be held on Thursday, October 5th at 5:30 p.m. at Vadnais Heights Commons.

Mayor Mueller presented the most recent edition of the *Mounds View Matters* and encouraged residents to read this great community publication.

Mayor Mueller reported the City's Festival in the Park was extremely successful. She thanked all of the volunteers, committee and staff members for all of their hard work. She believed the new parade route was well received. She noted the 2018 Festival in the Park would be held on August 18th. She indicated the next Festival in the Park Committee meeting would be held on Tuesday, September 19th at 7:00 p.m. at City Hall.

Mayor Mueller reported the City was seeking volunteers to assist in planning the City's 60th Anniversary celebration which would occur in 2018. It was noted the first planning meeting would be held on Tuesday, October 3rd. Further information regarding this group could be gained by contacting City Hall.

Mayor Mueller commented on the Festival in the Park car show and reviewed the list of winners, noting the best in show car was awarded to a 1962 Nash Metro. She thanked all who donated to the Ralph Reeder Food Shelf and to the generous Mounds View resident that matched the monetary donation amount.

Mayor Mueller reviewed an article from the September edition of *Municipal* magazine commenting on an article where infiltration basins were implemented in the City of Coon Rapids and encouraged all Council Members to read this article.

B. Reports of Staff.

Interim Public Works Director Peterson provided the Council with an update on the progress being made on the Public Works Facility. He explained the parking lots at City Hall and the Community Center would be completed by the third week of September. He stated he would continue to work on the Long Lake Road rehabilitation project with the County.

Finance Director Beer invited the Council to visit City Hall on Wednesday, September 6th between 2:30 p.m. and 4:30 p.m. to say goodbye to City Administrator Jim Ericson and wish him well up north.

1. Review Existing and Proposed Organizational Chart.

City Administrator Ericson reviewed the City's existing organizational chart with the Council. He then commented on a proposed organizational chart noting changes to several positions. He explained the Assistant City Administrator, Parks Supervisor and Accounts Payable Clerk positions have been removed. He discussed how several positions had shifted within departments and stated Human Resources position was added.

Council Member Gunn supported the proposed changes to the organizational chart.

Mayor Mueller asked if patrol officers were at their full compliment. City Administrator Ericson explained 12 patrol officers was the number the City was currently budgeted for.

MOTION/SECOND: Gunn/Meehlhause. To Approve the Proposed Organizational Chart.

Ayes – 5

Nays – 0

Motion carried.

City Administrator Ericson stated last week the Council heard from three developers regarding potential plans for Crossroad Pointe. He requested the Council direct staff on how to proceed with this redevelopment.

Mayor Mueller recommended a public meeting be held to inform the public on this retail/housing redevelopment project. She suggested the developer attend this meeting and be ready to take questions on the project from the public. City Administrator Ericson stated he would contact the developer in order to schedule a meeting. The Council requested this meeting be posted in the app “Next Door” in addition to the Mounds View website, Facebook, and other social media.

City Administrator Ericson reviewed the Council worksession agenda for the Tuesday, September 5th meeting.

C. Reports of City Attorney.

City Attorney Riggs had nothing additional to report.

**11. Next Council Work Session: Monday, September 5, 2017, at 6:00 p.m.
Next Council Meeting: Monday, September 11, 2017, at 6:00 p.m.**

12. ADJOURNMENT

The meeting was adjourned at 8:53 p.m.

Transcribed by:

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.