

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

APPROVED

Regular Meeting
October 9, 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, October 9, 2017, City Council Agenda.**

MOTION/SECOND: Gunn/Bergeron. To Approve the Monday, October 9, 2017, agenda as presented.

Ayes – 5 Nays – 0 Motion carried.

5. **APPROVAL OF MINUTES**
 - A. **September 11, 2017, City Council Meeting Minutes.**

Council Member Meehlhause requested a correction on Page 7, Line 25 stating he referred to the Long Lake Road project.

Mayor Mueller requested a correction on Page 6, Line 43 changing next to first.

MOTION/SECOND: Meehlhause/Hull. To Approve the September 11, 2017, City Council meeting minutes as corrected.

Ayes – 5 Nays – 0 Motion carried.

- B. **September 25, 2017, City Council Meeting Minutes.**

Council Member Gunn requested a correction on Page 6, Line 16 and 17 stating the line should read three-story market rate apartment with underground parking.

Council Member Meehlhause requested a correction on Page 4, Line 28 noting Pastor Vince's last name is Johnson.

Council Member Meehlhause requested a correction on Page 4, Line 37 changing churches to church's.

Council Member Meehlhause requested a correction on Page 5, Line 27 inserting the word Board after Services.

MOTION/SECOND: Gunn/Meehlhause. To Approve the September 25, 2017, City Council meeting minutes as corrected.

Ayes – 5

Nays – 0

Motion carried.

6. CONSENT AGENDA

Mayor Mueller asked to remove Item 6F.

- A. Just and Correct Claims.**
- B. Resolution 8833, Approving Severance for Steve Thorp, City Building Official.**
- C. Resolution 8834, Designating the Precinct locations for the 2018 Primary and General Elections.**
- D. Resolution 8837, Approving Consent to a New Management Agreement between Private Parties for the Operation of the Silver Lake Commons Property.**
- E. Resolution 8838, Approving a Control Room Design Agreement with North Suburban Access Corporation (CTV15).**
- F. ~~Resolution 8839, Approving a Revised Position Description for the Public Works Director Position.~~**
- G. Resolution 8842, Approving a Revised Position Description for the Public Works Supervisor Position.**

MOTION/SECOND: Meehlhause/Bergeron. To Approve the Consent Agenda as amended, removing Item 6F.

Ayes – 5

Nays – 0

Motion carried.

- F. Resolution 8839, Approving a Revised Position Description for the Public Works Director Position.**

Mayor Mueller explained when the City had an open position the job description was reviewed and revised accordingly. She discussed the revised position description for the Public Works Director. She thanked the Human Resources Committee for their efforts on this matter.

MOTION/SECOND: Mueller/Meehlhause. To Waive the Reading and Adopt Resolution 8839, Approving a Revised Position Description for the Public Works Director Position.

Ayes – 5

Nays – 0

Motion carried.

7. PUBLIC COMMENT

None.

8. SPECIAL ORDER OF BUSINESS

None.

9. COUNCIL BUSINESS

A. Public Hearing: to Receive Public Input and Pass Upon Resolution 8835, Adopting a Special Assessment Levy for Delinquent Public Utility Accounts.

Finance Director Beer requested the Council adopt a Special Assessment Levy for delinquent public utility accounts. He reported the City does this each year in October. All residents with delinquent utility balances as of September 1st were sent notices and would receive a special assessment in 2018 if the balance is not paid in full.

Mayor Mueller explained the City currently had \$88,000 in delinquent utility accounts.

Mayor Mueller opened the public hearing at 6:17 p.m.

Hearing no public input, Mayor Mueller closed the public hearing at 6:17 p.m.

MOTION/SECOND: Hull/Gunn. To Waive the Reading and Adopt Resolution 8835, Adopting a Special Assessment Levy for Delinquent Public Utility Accounts.

Ayes – 5

Nays – 0

Motion carried.

B. Public Hearing: to Receive Public Input and Pass Upon Resolution 8836, Adopting a Special Assessment Levy for Unpaid Diseased Tree Charges.

Finance Director Beer requested the Council adopt a Special Assessment Levy for unpaid diseased tree charges. He reported the City does this each year in October. All residents with unpaid diseased tree charges as of September 1st were sent notices and would receive a special assessment in 2018 if the balance is not paid in full.

Mayor Mueller opened the public hearing at 6:20 p.m.

David Piskorski, 7878 Woodlawn Drive, asked what the balance was for outstanding diseased trees charges. Finance Director Beer stated this amounted to \$3,100.

Hearing no further public input, Mayor Mueller closed the public hearing at 6:22 p.m.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8836, Adopting a Special Assessment Levy for Unpaid Diseased Tree Charges.

Ayes – 5

Nays – 0

Motion carried.

C. Second Reading and Adoption of Ordinance 937, an Ordinance Granting a Cable Franchise to Comcast of Minnesota, Inc. (ROLL CALL VOTE)

Finance Director Beer requested the Council adopt an ordinance granting a cable franchise with Comcast of Minnesota. He discussed the highlights of the agreement and noted this would be a 10-year franchise. He commented on the government PEG channels the City would have. Staff recommended the Council direct staff to publish the Ordinance summary.

Mayor Mueller requested further information regarding the PEG fees. Finance Director Beer described the PEG fees that would be paid to the City through the agreement and noted these fees were higher than most franchises.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Second Reading and Adopt Ordinance 937, an Ordinance Granting a Cable Franchise to Comcast of Minnesota, Inc. and direct staff to publish the Ordinance summary.

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

Ayes – 5

Nays – 0

Motion carried.

D. Resolution 8840, Authorizing Bjorklund Compensation Consulting, LLC. to Perform a Compensation Market Study for Nonunion Employees and point other positions as noted in staff memo.

Interim City Administrator Zikmund requested the Council authorize Bjorklund Compensation Consulting to complete a Compensation Market Study for all nonunion City employees. He explained the study would take eight to ten weeks to complete which would ensure the information was available before approving the 2018 budget. Staff explained if the agreement were approved he would be meeting with representatives from Bjorklund on Tuesday, October 10th.

MOTION/SECOND: Hull/Meehlhause. To Waive the Reading and Adopt Resolution 8840, Authorizing Bjorklund Compensation Consulting, LLC. to Perform a Compensation Market Study for Nonunion Employees and point other positions as noted in staff memo.

Mayor Mueller reported the City completed a compensation market study every five years. She explained she supported the study being completed as she was hoping this would assist the City

Council in retaining its great employees.

Ayes – 5

Nays – 0

Motion carried.

E. Resolution 8841, Supporting Mounds View School District Bond Referendum.

Interim City Administrator Zikmund requested the Council offer their support to a Resolution for the Mounds View School District Bond Referendum.

MOTION/SECOND: Gunn/Hull. To Waive the Reading and Adopt Resolution 8841, Supporting Mounds View School District Bond Referendum.

Council Member Bergeron stated he was very impressed by the fact two school board members and the School District Superintendent came before the City Council at a recent worksession meeting to discuss the proposed bond referendum. He discussed how the school district was intertwined with the City of Mounds View. He described how a strong school district and higher property values were linked and he was proud of the Mounds View School District's reputation. He encouraged residents to offer their support to the referendum.

Ayes – 5

Nays – 0

Motion carried.

F. Resolution 8843, Appointing Maggie Hicks to Police Support Specialist.

Police Chief Harder requested the Council appoint Maggie Hicks to the position of Police Support Specialist. He explained there had been a resignation at the Police Department and recommended Ms. Hicks be promoted to this position.

MOTION/SECOND: Mueller/Meehlhause. To Waive the Reading and Adopt Resolution 8843, Appointing Maggie Hicks to Police Support Specialist.

Mayor Mueller questioned how long Ms. Hicks had been working for the City. Police Chief Harder explained Ms. Hicks has been working for the City for a little over a year.

Ayes – 5

Nays – 0

Motion carried.

G. Resolution 8844, Authorizing staff to Hire Kathy Bednar Part-Time to Assist in the Police Department.

Interim City Administrator Zikmund requested the Council authorize staff to hire Kathy Bednar on a part-time basis to assist in the Police Department. He explained staff would be working on the job descriptions within the Police Department and this part-time position would assist in filling the records staffing gap.

Mayor Mueller thanked the Police Chief for contacting Ms. Bednar to fill this position. She

asked how many hours a week Ms. Bednar would be working for the City. Police Chief Harder estimated she would be working 24 hours per week.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8844, Authorizing staff to Hire Kathy Bednar Part-Time to Assist in the Police Department.

Ayes – 5

Nays – 0

Motion carried.

H. Resolution 8845, Approving Playground Equipment Replacement at City Hall Park.

Interim Public Works Director Peterson requested the Council approve the replacement of the playground equipment at City Hall Park. He reported the playground equipment at City Hall Park was 20+ years old. He noted the Council has been looking at a splash pad in Mounds View and charged the Parks Commission with this matter. He explained staff applied for a \$65,000 grant to assist with the playground equipment expenses. He commented the total expense for the park amenities would be \$145,883. Staff requested the Council accept the grant and approve the playground equipment replacement at City Hall Park.

Council Member Gunn thanked staff for pursuing the grant opportunity for this park.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8845, Approving Playground Equipment Replacement at City Hall Park.

Ayes – 5

Nays – 0

Motion carried.

10. REPORTS

A. Reports of Mayor and Council.

Council Member Meehlhause stated he would be attending an NYFS HR meeting on Wednesday, October 18th.

Council Member Meehlhause reported the Mounds View Lions would be holding their Spaghetti Dinner on Thursday, October 19th at the VFW in Spring Lake Park from 4:30 p.m. to 7:00 p.m.

Council Member Meehlhause explained on Sunday he had the opportunity to attend a Shield 616 presentation at Bethlehem Baptist. He stated at this event each of the City's licensed Police Officers was presented with body armor and a helmet. He thanked the congregation for their generous donations to the Mounds View Police Department.

Council Member Meehlhause indicated there would be a meeting on Wednesday, October 11th at the Ramsey County Public Works building where City and County representatives will discuss boulevard access for the potential developments at Groveland Road/Mounds View Boulevard and Crossroad Pointe.

Mayor Mueller commented on the City's vision for the Mounds View Boulevard corridor and stated she looked forward to attending this meeting with Ramsey County.

Council Member Gunn reported she attended the NYFS Taste of Northeast and was pleased by the attendance at this event.

Council Member Gunn stated she was also at the Shield 616 presentation and believed this was a very moving event. She thanked the congregation for their generous donations.

Mayor Mueller explained the next Festival in the Park Committee meeting would be held on Tuesday, October 17th at 7:00 p.m. at City Hall. She stated volunteers were still needed to assist in planning the 2018 Festival in the Park.

Mayor Mueller reported the 60th Anniversary Committee would be meeting next on Tuesday, October 24th at 7:00 p.m.

Mayor Mueller commented on the recent edition of the *Sun Focus* and noted all of the valuable information available to Mounds View residents.

Mayor Mueller discussed how Shield 616 began and thanked this organization for working with Bethlehem Baptist on the generous donation made to the Mounds View Police Department. She stated Mounds View's Police Department was the first agency in the State of Minnesota to receive this wonderful gift. She thanked Bethlehem Baptist for their continued support.

B. Reports of Staff.

Finance Director Beer reported the City had been awarded the MnGFOA Certificate of Achievement of Excellence in Financial Reporting. He stated this was the 14th consecutive year the City has received this recognition.

Finance Director Beer stated he and Business Development Coordinator Beeman have been seeking a replacement for the Housing Resource Center. He explained he would be updating the Council on this matter later in the month.

Interim City Administrator Zikmund explained he would be researching Airbnb's after receiving a request from Council Member Bergeron in preparation of the upcoming Super Bowl.

Interim City Administrator Zikmund indicated he met with Blaine and Spring Lake Park to discuss the Fire Ladder Truck, along with Fire Chief Smith. He reported at this time, the purchase of the second ladder truck would be delayed and a capital plan would be put in place.

Interim City Administrator Zikmund reported Beverly Nelson, a 64-year resident of Mounds View, would be interviewed for the upcoming 60th Anniversary Celebration.

Interim Public Works Director Peterson updated the Council on the projects being worked on by the Public Works Department. He explained a sewer lining project would be completed in November and the Community Center parking lot would be milled and overlaid next week.

Interim Public Works Director Peterson reported the City-wide Fall Clean Up day would be held on Saturday, October 7th from 9:00 a.m. to 12:00 p.m. at the Mounds View Community Center.

Interim Public Works Director Peterson provided the Council with an update on the construction that has occurred on the new Public Works Facility.

Police Chief Harder thanked the Mayor and the Council Members for attending the Shield 616 event. He appreciated the fact that Bethlehem Baptist had a support team in place to meet with each officer throughout the year. He commented on the Coffee with a Cop event that was held at Real Life.

Theresa Cermak, Mounds View Police Foundation Member, encouraged the public to consider volunteering their time and to attend their next meeting which would be held on Tuesday, October 10th at 4:30 p.m. at City Hall.

Ms. Cermak reported there would be a Festival in the Park indoor craft fair on Saturday, November 11th at the Mounds View Community Center from 9:00 a.m. to 4:00 p.m.

C. Reports of City Attorney.

There was nothing additional to report.

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| 11. Next Council Work Session: | Monday, November 6, 2017, at 6:00 p.m. |
| Next Council Meeting: | Monday, October 23, 2017, at 6:00 p.m. |

12. ADJOURNMENT

The meeting was adjourned at 7:35 p.m.

Transcribed by:

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.