

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

**APPROVED**

Regular Meeting  
December 11, 2017  
Mounds View City Hall  
2401 Mounds View Blvd., Mounds View, MN 55112  
6:03 P.M.

- 
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, December 11, 2017, City Council Agenda.**

Mayor Mueller requested action on Item 9G be held after Item 9A noting an EDA meeting will be held after Item 9A.

Council Member Meehlhause requested Item 5A be removed from the agenda due to the fact the Council did not receive the November 27, 2017 minutes in the packet.

MOTION/SECOND: Meehlhause/Gunn. To Approve the Monday, December 11, 2017, agenda as amended.

Ayes – 5                      Nays – 0                      Motion carried.

5. **APPROVAL OF MINUTES**
  - A. **November 27, 2017, City Council Meeting Minutes.**

This item was removed from the agenda.

6. **CONSENT AGENDA**
  - A. **Just and Correct Claims.**
  - B. **Resolution 8874, Approving the Purchase of a Meter Reader and Software.**

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

Ayes – 5                      Nays – 0                      Motion carried.

**7. PUBLIC COMMENT**

None.

**8. SPECIAL ORDER OF BUSINESS**

None.

**9. COUNCIL BUSINESS**

**A. 6:00 p.m. Public Hearing – 2018 Tax Levy and Budgets for All Funds.**

**1. Resolution 8871, Adopting the 2018 Tax Levy.**

Finance Director Beer requested the Council adopt the 2018 Tax Levy. He discussed the budget approval process and noted this was the last action step for the Council. He explained the Council held a Truth in Taxation Hearing on Monday, December 4<sup>th</sup>. He reviewed the proposed levy in further detail and recommended approval.

Mayor Mueller opened the public hearing at 6:11 p.m.

Hearing no public input, Mayor Mueller closed the public hearing at 6:12 p.m.

Mayor Mueller noted the Council began working on this tax levy in March.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8871, Adopting the 2018 Tax Levy.

Ayes – 5                      Nays – 0                      Motion carried.

**2. Resolution 8873, Approving the 2018 EDA Tax Levy.**

Finance Director Beer requested the Council adopt the 2018 Tax Levy. He explained the City used to have three TIF districts that generated funds for the EDA efforts in the City. It was noted each of these TIF districts have decertified and therefore, the City has established an EDA tax levy to assist with economic development efforts. Staff provided further comment on the proposed EDA tax levy and recommended approval.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Resolution 8873, Approving the 2018 EDA Tax Levy.

Ayes – 5                      Nays – 0                      Motion carried.

**3. Resolution 8872, Adopting 2018 Municipal Budget.**

Finance Director Beer requested the Council adopt the 2018 municipal budget. He reviewed the

proposed budget with the Council recommending approval.

Mayor Mueller questioned how the City would cover an unexpected expense without any contingencies written into the budget. Finance Director Beer reported the City had a Levy Reduction Fund which was created from the sale of the Medtronic property. He explained this fund could be used if the City had an unforeseen expense that was not included in the budget.

MOTION/SECOND: Gunn/Bergeron. To Waive the Reading and Adopt Resolution 8872, Adopting 2018 Municipal Budget.

Ayes – 5

Nays – 0

Motion carried.

Mayor Mueller recessed the City Council meeting to an EDA meeting at 6:18 p.m.

Mayor Mueller reconvened the City Council meeting at 6:34 p.m.

**G. Joint Resolution 8879, and 17-EDA-302, Approving a Loan Origination and Home Energy Squad Enhanced Visit Agreement Between the EDA and the Center for Energy and Environment.**

Business Development Coordinator Beeman reported the EDA has approved a loan origination and Home Energy Squad Enhanced Visit Agreement between the EDA and the Center for Energy and Environment. He requested the Council also approve this agreement.

MOTION/SECOND: Gunn/Hull. To Waive the Reading and Adopt Resolution 8879, Approving a Loan Origination and Home Energy Squad Enhanced Visit Agreement Between the EDA and the Center for Energy and Environment.

Ayes – 5

Nays – 0

Motion carried.

**B. Resolution 8777, Approval of the Preliminary Plat of “Boulevard”.**

Mayor Mueller opened the meeting for public comments on the proposed Preliminary Plat for “Boulevard”. She requested those present limit their comments to three minutes. She explained the Council would not be answering questions from the public at this time.

Mayor Mueller opened the meeting for public comment at 6:37 p.m.

Katie Rohrbacher, 8426 Groveland Road, stated she was uncertain if the County has approved an exit and entrance onto Mounds View Boulevard. She explained she would rather see townhouses at this site rather than an apartment building with workforce housing. She wanted to see the units be owner occupied and not rental property. She recommended that if rental property was pursued that the property owner be required to sign up for the three strikes and you are out program. She asked if rental property owners were charged a fee from the City for repeat police calls.

Dave Auge, 8401 Groveland Road, stated he had reviewed the proposed plans for “Boulevard”. He explained he was pleased to see the proposal did not include driveways onto Groveland Road. He expressed concern with the fact that all of the people from this development would impact Mounds View Boulevard given the large number of u-turns that would be created.

Matt Oquist, 8408 Groveland Road, stated he had reviewed the brochure for the proposed development. He believed it was a travesty that the City failed to report this development was denied by the Planning Commission. He questioned why the City had not posted the Planning Commission minutes to the City’s website where this action would be reflected. He encouraged the Council to respect the direction and actions taken by the Planning Commission and vote to deny this development. He reported this building could have up to 40% Section 8 voucher holders. He understood the developer had received an award of \$6.2 million from the MHFA to fund their \$14.7 million project. This equated to almost 42% of the total project costs. He indicated the applicant would be requesting an additional \$550,000 in TIF funding from the City. He did not support the City providing the developer additional tax dollars for this project. He stated he did not support the City adding 60 units of affordable housing and recommended the Council follow the recommendation of the Planning Commission. He noted this building would not have services available to meet the needs of low income individuals. He commented on the easement behind the project and asked if this came about after a meeting with the County. Lastly, he believed the traffic numbers within the report were inaccurate and he too feared that Mounds View Boulevard would have issues because of this development.

Andrea Shoup, 8330 Groveland Road, expressed concerns with how the proposed development would further concentrate the socio-economic disparity in the community. She explained Pinewood Elementary already served 56% of students that required free and reduced lunch. She stated the other elementary schools in the district served roughly 14%. She feared how Pinewood would be impacted by funneling additional low-income students into this area. She encouraged the City Council to change the landscape of the City by providing integrated schools that are more balanced. She stated she supported low income housing in the community, but recommended another location be pursued for the proposed development.

Mayor Mueller closed the meeting for public comment at 6:52 p.m.

City Planner/Supervisor Sevald reviewed the Preliminary Plat for “Boulevard” with the Council. He discussed the history of this request in further detail and noted it began with a rezoning of two properties. He noted the rezonings were approved by the Council in May of 2017. He explained the original Preliminary Plat was discussed in July and a public hearing was held. He reported this item was tabled to allow for further conversations with Ramsey County regarding access to the site. After the Council and the County Commissioners met in October to discuss this matter, the County has agreed to allow a shared access to the site. He described the conditions that would have to be followed in order for this access to be approved. He provided further comment on the plans for Mounds View Boulevard, along with how the shared access point would service future properties to the west.

City Planner/Supervisor Sevald reported the developer was proposing to construct a three-story

building with underground parking. He noted the parcel was zoned R-4 and was within the Mounds View Boulevard overlay district. The building standards for this overlay district were described further. The location of the pedestrian trail and lighting was noted. The parking and landscaping requirements for the development were reviewed. It was noted the developer would work to save as many of the existing trees as possible.

Council Member Meehlhause asked if the development would have access to Groveland Road. City Planner/Supervisor Sevald stated the development would no longer have access to Groveland Road.

Council Member Meehlhause requested further information from Staff on Tax Increment Financing and how the use of these funds would impact residents. Finance Director Beer explained when a Tax Increment Financing (TIF) District is created this allows base property values to be frozen. He described how this allowed developers to come in and improve properties and for taxes to be collected on the increment of the improvements.

Council Member Meehlhause questioned if property taxes would be collected on the four properties the same as was being collected today. Finance Director Beer reported this was the case and noted this project would have no adverse impact on Mounds View taxpayers.

Council Member Meehlhause stated he understood the City of Spring Lake Park opposed the closing of the access point to the old fire department building. He asked if Spring Lake Park understood this was a recommendation by Ramsey County and not the City of Mounds View. City Planner/Supervisor Sevald explained this information had been passed along to Spring Lake Park.

Council Member Meehlhause commented on the Planning Commission's vote for denial. He explained the Planning Commission had approved the rezoning, the Conditional Use Permit and the Preliminary Plat. He noted the only item the Planning Commission did not recommend approval of was the Development Review. City Planner/Supervisor Sevald stated this was the case.

Council Member Meehlhause discussed the four reasons the Planning Commission recommended denial of the Development Review. He reported the Commissioners did not have an issue with workforce housing but rather had concerns with traffic on Groveland Road. City Planner/Supervisor Sevald commented affordable housing in Mounds View was not a concern, but rather the concentration of affordable housing. He noted another recommendation of the Planning Commission was to locate this development closer to an area that provides goods and services to low income individuals. The other concerns voiced were with traffic concerns along Mounds View Boulevard and Groveland Road.

Council Member Meehlhause anticipated that the Planning Commission would have offered their support to the Development Review on a 5-2 vote with the new access point on Mounds View Boulevard.

Council Member Meehlhause reported the City does not have a charge for police calls to an individual home, residence or apartment. Finance Director Beer stated the City does not have an Ordinance in place to allow the City to charge for police services. Police Chief Harder indicated Mounds View has not considered putting a policy in place that would charge Mounds View residents for police services. He described how the Police Department works with rental unit owners/property managers through the Crime Free Multi-Housing program to address habitual problems. Interim City Administrator Zikmund added that the City did have an Ordinance in place to charge for excessive false fire alarm calls.

Mayor Mueller did not want people to hesitate to call 911 if they were in danger.

Council Member Bergeron discussed the Crime Free Multi-Housing program and explained this allows the City to collect data and monitor problem properties.

Council Member Meehlhause addressed the free and reduced lunch concern. He explained the Council did not have any control over how the school district set its boundaries for its elementary schools. He stated this was the responsibility of the School Board and the Superintendent.

Council Member Gunn did not believe it was right to deny future students the right to attend Pinewood Elementary School because they already had 56% of its students receiving free and reduced lunch.

Council Member Bergeron commented he was concerned with the 56% when he first heard this, but noted this was only 4.5% above the national average. He did not believe that Pinewood Elementary was an outlier but rather, some of the other elementary schools were extremely below average. He explained the "Boulevard" development was estimating to have roughly 30 students. He did not believe this number would tremendously impact Pinewood Elementary.

Mayor Mueller discussed how the City worked to get more mass transit into Mounds View from the Met Council. She noted the closest bus stop was at the corner of Mounds View Boulevard and Silver Lake Road. She indicated there was also a bus stop at Hillview Rod or Red Oak Drive. City Planner/Supervisor Sevald commented further on a map and the bus routes available in the City of Mounds View, along with the services within walking distance of the proposed apartment complex.

Mayor Mueller requested further information on how the site would be accessed. City Planner/Supervisor Sevald reviewed the access point to Boulevard from Mounds View Boulevard. He described how traffic would flow in and out of the site and noted the developer had completed a traffic study.

Mayor Mueller questioned how long the City has been working on this project and how many opportunities did the public have to offer feedback. City Planner/Supervisor Sevald explained Staff has been working with the developer since February of 2017 and there have been at least 12 meetings where public comment was taken.

Council Member Hull requested further comment from the developer and what percentage of the development would be allowed to be Section 8. City Planner/Supervisor Sevald deferred this question to the developer.

Chris Stokka, MWF Properties, anticipated the rent levels would not allow for 40% of the building to be Section 8, however he reported he could not discriminate against this either. He reported that all renters would require a criminal, credit and landlord reference. He stated this property would be participating in the Crime Free Multi Housing program.

Mayor Mueller asked what would happen after the property was built. Mr. Stokka explained this property would be owned for 30+ years by MWF. He reported the property management would be handled by Volair Property Management. He thanked Staff and the Council for working with him on this project. He stated he was pleased with the final project.

Mayor Mueller questioned if the developer would work to save existing trees on the site. Mr. Stokka indicated he would be saving as many trees as possible after hearing feedback from the neighborhood. He stated these trees would serve as a buffer between his development and the existing homes.

Council Member Meehlhause inquired if renters within “Boulevard” would be 100% responsible for their rent. Mr. Stokka reported this was the case.

Mayor Mueller recommended the development have more than three underground handi-cap parking stalls given the fact the property would have four accessible units.

Mayor Mueller asked if this was a 55 and older community. Mr. Stokka explained that this would not be an age restricted community.

**MOTION/SECOND:** Hull/Bergeron. To Waive the Reading and Adopt Resolution 8777, Approval of the Preliminary Plat of “Boulevard”.

Mayor Mueller thanked the public for bringing forward their comments and concerns regarding this development.

Ayes – 5

Nays – 0

Motion carried.

**C. Resolution 8778, Approval of the Development Review of “Boulevard”.**

Mayor Mueller asked if there were any comments from City Planner/Supervisor Sevald regarding this development. City Planner/Supervisor Sevald asked if the handicap parking requirements should be added as a condition for approval. Mayor Mueller stated this was simply a request by the Council that each handicap apartment unit have an underground or inside parking space provided. She added that she would like every attempt be made by the Developer to provide the inside spaces, but noted that this was only a request and did not need to be made a condition for approval.

MOTION/SECOND: Gunn/Hull. To Waive the Reading and Adopt Resolution 8778, Approval of the Development Review of “Boulevard”.

Council Member Bergeron stated he would be available after the Council meeting if the public would like to address him regarding his vote on this item.

Ayes – 4                      Nay – 1 (Mueller)      Motion carried.

Mayor Mueller stated she supported this project being built in Mounds View, however she wished it had gone back before the Planning Commission for further review and comment. She thanked all of the residents in attendance for bringing their concerns before the City Council.

**D. Resolution 8876, Appreciation of Julianne Love’s years of service on the Planning Commission.**

City Planner/Supervisor Sevald requested the Council approve a Resolution of Appreciation for Julianne Love’s years of service on the Planning Commission. He noted Ms. Love has been serving on the Planning Commission since 2013.

MOTION/SECOND: Meehlhause/Bergeron. To Adopt Resolution 8876, Appreciation of Julianne Love’s years of service on the Planning Commission.

Mayor Mueller thanked Ms. Love for her dedicated service to the City of Mounds View. A round of applause was given by all in attendance.

Council Member Meehlhause thanked Ms. Love for serving as the Vice Chair on the Planning Commission. Julianne Love thanked the Council and stated it has been a pleasure to serve the City.

Ayes – 5                      Nays – 0                      Motion carried.

**E. Resolution 8877, Appointing a Comprehensive Plan Taskforce.**

City Planner/Supervisor Sevald requested the Council appoint members to a Comprehensive Plan Taskforce. He explained the Comprehensive Plan was a 20-year guide for the City regarding its services. He reported this document had to be submitted to the Met Council by December 31, 2018. He reviewed the members recommended for the task force and noted the Council representative’s name would be drawn from a hat. He requested the Council also make a recommendation for the two members at large.

Council Member Meehlhause requested his name be removed from consideration.

Interim City Administrator Zikmund drew a name from a hat and reported Mayor Mueller would be the Council representative for this taskforce. City Planner/Supervisor Sevald reported the

intention would be to have Mayor Mueller chair the taskforce.

The City Council voted for two at-large members for the task force. Staff tabulated the votes and it was noted William Urbanski and Marcie Weinandt would be appointed to the Comprehensive Plan Taskforce.

Mayor Mueller thanked the five members of the public that came forward and were willing to serve on the taskforce. She requested Staff reach out to the two individuals that had been appointed. She encouraged those not appointed to consider volunteering on another of the City's committees.

**MOTION/SECOND:** Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8877, Appointing a Comprehensive Plan Taskforce.

City Planner/Supervisor Sevald recommended the taskforce meet on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month and that the meetings be televised. The Council was in agreement with this suggestion.

Ayes – 5

Nays – 0

Motion carried.

Council Member Meehlhause requested Item M be addressed next.

**M. Resolution 8875, Approving the H/J Law Firm to Provide Prosecutorial Services for the City of Mounds View Police Department.**

Police Chief Harder requested the Council approve the H/J Law Firm to provide prosecutorial services for the City of Mounds View Police Department. He noted an RFP had not been requested for this work since 2003 and the City has been operating without a contract for 14 years. He stated RFP's were typically requested every three years. He explained five firms were solicited for RFP's and all five responded. He reported three of the firms were interviewed and staff recommended approval of the H/J Law Firm.

**MOTION/SECOND:** Mueller/Meehlhause. To Waive the Reading and Adopt Resolution 8875, Approving the H/J Law Firm to Provide Prosecutorial Services for the City of Mounds View Police Department.

Mayor Mueller asked when this contract would take effect. Police Chief Harder reported the contract with H/J Law Firm would begin January 1, 2018.

Ayes – 5

Nays – 0

Motion carried.

Police Chief Harder introduced Katrina Joseph, H/J Law Firm, to the City Council.

Katrina Joseph, H/J Law Firm, thanked the Council for their vote of support. She stated she was looking forward to working with the City of Mounds View.

**F. Resolution 8878, Approving a Scope of Services to Complete the Comprehensive Plan.**

City Planner/Supervisor Sevald requested the Council approve a scope of services with Stantec to complete the Comprehensive Plan. He explained that due to time constraints Staff has not gotten as far on the plans as is necessary and for this reason was recommending the City work with Stantec to complete the Comprehensive Plan.

Mayor Mueller asked if the taskforce members would have access to the existing Comprehensive Plan. City Planner/Supervisor Sevald reported this was the case and noted this document (from 2008) was available on the City's website.

Mayor Mueller questioned who the City worked with to complete the last Comprehensive Plan. City Planner/Supervisor Sevald explained the City worked with MRF and Bonestroo (firm that merged with Stantec).

Mayor Mueller inquired how the City would use the Comprehensive Plan once it was completed. City Planner/Supervisor Sevald anticipated the document would be used often as a point of reference or marching orders for Staff. He noted this plan would be a 20-year guide for the City.

**MOTION/SECOND:** Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 8878, Approving a Scope of Services to Complete the Comprehensive Plan.

Mayor Mueller stated she spoke with the Finance Director regarding this item and was assured the City had funds to cover this expense.

Council Member Meehlhause commented it was his desire to complete as much of the plan internally as possible and to use Stantec for the more technical portions of the document.

Ayes – 5

Nays – 0

Motion carried.

**H. Resolution 8869, Setting and Approving the 2018 City Council Meeting Dates, Council/Staff Retreat, and the Town Hall Meeting.**

Interim City Administrator Zikmund requested the Council set and approve the 2018 City Council meeting dates, Council/Staff retreat and the annual Town Hall meeting dates. He reviewed the meeting dates with the Council and asked that a date for the Town Hall meeting be selected.

Council consensus was to hold the Town Hall meeting on Monday, April 30, 2018.

**MOTION/SECOND:** Hull/Bergeron. To Waive the Reading and Adopt Resolution 8869, Setting and Approving the 2018 City Council Meeting Dates, Council/Staff Retreat, and the Town Hall Meeting.

Ayes – 5

Nays – 0

Motion carried.

**I. Resolution 8868, Approving Various Appointments to the City of Mounds View's Boards, Commissions and Committees.**

Interim City Administrator Zikmund reviewed various appointments to the City of Mounds View's boards, commissions and committees and recommended Council approval. He noted the Planning Commission had four individuals interested in the three open seats. He requested the Council make a recommendation for the Planning Commission.

Mayor Mueller stated historically, the City Council has reappointed individuals that have shown a willingness to continue their service on a commission or committee.

The Council voted for the open seat on the Planning Commission and Dennis Farmer was recommended for this position.

Mayor Mueller thanked all of the individuals who volunteer their time to serve on the City's various boards, commission and committees.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8868, Approving Various Appointments to the City of Mounds View's Boards, Commissions and Committees.

Council Member Meehlhause thanked Dennis Farmer for applying to serve on the Planning Commission.

Ayes – 5

Nays – 0

Motion carried.

**J. Resolution 8870, Changing Council Meeting and Work Session Start Times.**

Interim City Administrator Zikmund requested the Council change the Council meeting and work session start times from 6:00 p.m. to 6:30 p.m.

Mayor Mueller asked if EDA meetings could be held at 6:00 p.m. with City Council meetings to follow at 6:30 p.m. Interim City Administrator Zikmund stated this would be possible.

Council Member Meehlhause stated he supported the proposed change to the Council meeting times.

MOTION/SECOND: Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8870, Changing Council Meeting and Work Session Start Times.

Ayes – 5

Nays – 0

Motion carried.

**K. Resolution 8866, Approving Upgrading the SCADA (Supervisory, Control, and Data Acquisition) Computer Program.**

Public Works Director Peterson requested the Council approve upgrades to the City's SCADA computer program. He explained how this program was used to monitor the City's water system and lift stations. He indicated the software was updated in 1998 and was upgraded in 2007 and 2016. Staff reviewed the expense for the upgrades and recommended approval.

Council Member Meehlhause asked if the proposed upgrades would be installed in 2017. Public Works Director Peterson reported the upgrades would be partially installed in 2017 and the remainder would be completed once the Public Works Facility was complete.

Council Member Bergeron stated he fully supported this project as he wanted the City's water system protected for Mounds View's residents and businesses.

MOTION/SECOND: Hull/Bergeron. To Waive the Reading and Adopt Resolution 8866, Approving Upgrading the SCADA (Supervisory, Control, and Data Acquisition) Computer Program.

Ayes – 5

Nays – 0

Motion carried.

**L. Resolution 8867, Approving Changes to the GIS Technician and Engineering Technician Positions and Authorization for Pointing of the Descriptions.**

Public Works Director Peterson requested the Council approve changes to the GIS Technician and Engineering Technician positions and authorize pointing of the descriptions. He discussed the changes made to the job descriptions and reviewed the proposed hiring timeline.

Mayor Mueller asked where these positions would be advertised. Public Works Director Peterson reported the positions would be posted on the City's website, with the League of Minnesota Cities and the APWA publication.

MOTION/SECOND: Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 8867, Approving Changes to the GIS Technician and Engineering Technician Positions and Authorization for Pointing of the Descriptions.

Mayor Mueller thanked the HR Committee, Interim City Administrator Zikmund and Public Works Director Peterson for their work on the updated job descriptions. She thanked the existing Staff members within City Hall and the Public Works Department that have stepped up to carry more of the load after several Staff members have retired or moved onto new positions outside of the City of Mounds View.

Ayes – 5

Nays – 0

Motion carried.

**10. REPORTS**

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

Council Member Gunn reported City Council meetings could now be streamed via a new app for Android devices.

Council Member Gunn stated Santa would be visiting the City of Mounds View on Thursday, December 14<sup>th</sup> with the SBM Fire Department.

Council Member Bergeron explained he and Council Member Meehlhause have been attending the New Americans Academy. He thanked the Mounds View Police Department for putting on these valuable sessions. He stated he was encouraged by the positive response the City was getting from these classes.

Council Member Meehlhause agreed and stated the presentations at the New Americans Academy have been impressive. He thanked Police Chief Harder for coordinating these classes and noted he would be attending the final two sessions.

Council Member Meehlhause wished the residents of Mounds View and all Staff members Happy Holidays, Merry Christmas and a Happy New Year.

Mayor Mueller reported she had the privilege of attending the IZZE meeting last Thursday, December 7<sup>th</sup> for Pinewood Elementary at the Community Center. She noted Interim City Administrator Zikmund was also in attendance. She stated the theme of the event was Pinewood Proud. She explained she was pleased by the pride shown by this school and hoped some of the residents concerned about subsidized lunches could have attended this event.

Mayor Mueller commented on a publication called *On Common Ground* put out by Minnesota realtors and noted the strong impact a brewery could have on the economy.

Mayor Mueller looked forward to achieving full strength in the New Year which would help the City achieve its goals. She wished everyone a safe and blessed holiday season and a Happy 2018.

**1. Discuss Need for 2<sup>nd</sup> Council Meeting in December**

Finance Director Beer reported the Council would be holding City Administrator interviews on December 15<sup>th</sup> and December 16<sup>th</sup>. Staff was recommending the Council hold a worksession meeting on December 18<sup>th</sup> to deliberate regarding the City Administrator candidates. He explained this meeting could be cancelled if a decision is reached prior to this date.

Council consensus was to not hold a meeting on December 26<sup>th</sup>, but to hold a Council worksession on December 18<sup>th</sup>.

**B. Reports of Staff.**

Police Chief Harder thanked Council Member Bergeron and Council Member Meehlhause for attending the New Americans Academy. He commented on the presentations that would be made at the final two sessions. He thanked Maggie and Rayla for finalizing the candidates for the police assistance position. He noted Shop with a Cop would be held on Monday, December 18<sup>th</sup> from 4:00 to 7:00 p.m.

Public Works Director Peterson stated the 2017 sewer lining project was ongoing. He noted the Area I Street and Improvement Project was being closed out. He provided the Council with an update on the work occurring at the Public Works Facility and noted a tour would be held on Tuesday, January 2<sup>nd</sup> at 5:00 p.m. He reported the Public Works Supervisor position would be posted on Tuesday, December 12<sup>th</sup>.

Interim City Administrator Zikmund provided the Council with an update on the City's new website. He stated the Fire Board was looking for nominations to serve on their Board and requested recommendations from the Council. He commented on Code Official Jacob Martin who passed his Limited Building Official exam.

Mayor Mueller thanked Jacob Martin for this great work on behalf of the community.

Council Member Meehlhause thanked Interim City Administrator Zikmund for his leadership and service to the City.

Mayor Mueller encouraged all those interested in serving on the Festival in the Park Committee or the 60<sup>th</sup> Anniversary Committee to contact City Hall for further information.

**C. Reports of City Attorney.**

City Attorney Riggs had nothing additional to report.

- |                                       |  |
|---------------------------------------|--|
| <b>11. Next Council Work Session:</b> | <b>Monday, December 18, 2017, at 6:00 p.m.</b> |
| <b>Next Special Council Meeting:</b>  | <b>Tuesday, January 2, 2018, at 6:30 p.m.</b>  |
| <b>Next Council Meeting:</b>          | <b>Monday, January 8, 2018, at 6:30 p.m.</b>   |

**12. ADJOURNMENT**

The meeting was adjourned at 9:32 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*