

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

**APPROVED**

Special Meeting  
January 2, 2018  
Mounds View City Hall  
2401 Mounds View Blvd., Mounds View, MN 55112  
6:30 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, January 2, 2018, Special City Council Agenda.**

MOTION/SECOND: Gunn/Meehlhause. To Approve the Monday, January 2, 2018, agenda as presented.

Ayes – 5

Nays – 0

Motion carried.

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

Council Member Meehlhause requested a correction on Page 1, Line 35 stating this line should read County Commissioner.

Council Member Meehlhause requested a correction on Page 5, Line 3 recommended this line refer to the section of roadway between County I and County H2.

Mayor Mueller requested a correction on Page 5, Line 37 noting her comment should read: she asked if the trail segment has had an impact on the north side of Mounds View Boulevard at Groveland Road.

Council Member Meehlhause requested a correction on Page 8, Line 1 stating the meeting he attended was hosted by Metro Cities/League of Minnesota Cities and not Met Council.

Council Member Meehlhause requested a correction on Page 8 asking that lines Lines 10 and 11 be removed. He stated he was incorrect in stating this meeting would be held. Mayor Mueller recommended the comment remain.

Council Member Meehlhause requested a correction on Page 9, Line 5 stating the meeting the meeting being referred to was hosted by Metro Cities/League of Minnesota Cities and not Met Council.

Mayor Mueller requested a correction on Page 9, Line 11 changing was to is.

Council Member Meehlhause requested a correction on Page 9, Line 41 stating the line should read: on the website.

Mayor Mueller requested a correction on Page 9, Line 32 and 33 stating she supported the light synchronization along Mounds View Boulevard and asked that her comment also reflect she did not support an increase in speed.

Council Member Meehlhause requested a correction on Page 11, Line 26 changing candidates to candidate.

Mayor Mueller requested a correction on Page 13, Line 33 removing the word to.

MOTION/SECOND: Gunn/Bergeron. To Approve the November 27, 2017, City Council meeting minutes as corrected.

Ayes – 5

Nays – 0

Motion carried.

**B. December 4, 2017, Truth-In-Taxation Meeting Minutes.**

Council Member Meehlhause requested a correction on Page 3, Line 8 removing the word and.

Council Member Meehlhause requested a correction on Page 3, Line 17 changing Mounds View Business Council to North Suburban Business Council.

Council Member Meehlhause requested a correction on Page 3, Line 44 changing Mounds View Business Council to North Suburban Business Council.

Mayor Mueller requested a correction on Page 3, Line 31 requesting Council Member Gunn's comments reflect that Don Hodges was a local historian and former Mayor of Mounds View.

Council Member Meehlhause requested a correction on Page 4, Line 19 stating the line should read these positions.

MOTION/SECOND: Gunn/Hull. To Approve the December 4, 2017, Truth-In-Taxation meeting minutes as corrected.

Ayes – 5

Nays – 0

Motion carried.

**C. December 11, 2017, City Council Meeting Minutes.**

Council Member Meehlhause requested a correction on Page 7, Line 40 removing the words He noted.

Council Member Meehlhause requested a correction on Page 7, Line 42 noting City Planner/Supervisor Sevald's comment should have been referred to by the Mayor.

Mayor Mueller explained the minutes accurately reflected the conversation regarding handicap parking but noted her original question was missing. She suggested these minutes be tabled until this portion of the minutes could be reviewed.

Council Member Meehlhause requested a correction on Page 9, Line 41 adding a comma after Katrina's name.

Council Member Meehlhause requested a correction on Page 12, Line 39 stating this line should read several employees have retired.

Council Member Meehlhause requested a correction on Page 13, Line 9 stating this line should read New Americans Academy.

Council Member Meehlhause requested a correction on Page 13, Line 13 stating this line should read New Americans Academy.

Council Member Meehlhause requested a correction on Page 14, Line 2 stating this line should read New Americans Academy.

MOTION/SECOND: Gunn/Meehlhause. To Table the December 11, 2017, City Council meeting minutes.

Ayes – 5

Nays – 0

Motion carried.

**6. CONSENT AGENDA**

**A. Resolution 8885 Approving an Extension of Dippin Chocolates Lease.**

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

Ayes – 5

Nays – 0

Motion carried.

**7. PUBLIC COMMENT**

Bill Urbanski, 2367 Sherwood Road, provided the Council with a folder that had copies of letters from concerned Mounds View residents. He spoke to the Council regarding the INH development noting he was opposed. He did not support the City having a gun shop and shooting range in a residential neighborhood and less than one-half mile from Edgewood Middle School. He encouraged the Council to consider the unintended consequences of having a gun range at this location. He commented on the draft preliminary site plan and understood that TIF was being proposed for the INH development. He discussed how an economic downturn could impact property taxes in Mounds View and stated he did not want to see a gun club constructed with no market rate apartments. He commented on the Arden Hills Rice Creek Commons development and recommended Phase I of the INH development include market rate apartments. He encouraged the Council to review the letters within his handout and thanked the Council for their time.

Kenneth Glidden, 5240 Edgewood Drive, stated he lived six houses down from the Crossroad Pointe site. He explained this was the third meeting he has attended and noted he has concerns with why this development was being pursued. He asked why the Council was considering a gun club as part of this development. He indicated this was a prime piece of real estate that should stand on its own merit. He stated he was bothered by how other communities viewed Mounds View but noted he was proud to live in this City. He encouraged the Council to work to improve the image of the City. He stated he was troubled by the fact the City Council was pursuing a development that could cast the City in a bad light. He recommended the City Council wait to develop this site until another option came along. He anticipated this property would become more desirable after TCAAP begins to develop.

**8. SPECIAL ORDER OF BUSINESS**

**A. Resolution 8880, Appreciating Jessica Rieland for Her Service on the Mounds View Economic Development Commission.**

Interim City Administrator Zikmund requested the Council adopt a Resolution of Appreciation thanking Jessica Rieland for her service on the Mounds View Economic Development Commission. He read the Resolution in full for the record.

MOTION/SECOND: Meehlhause/Hull. To Adopt Resolution 8880, Appreciating Jessica Rieland for Her Service on the Mounds View Economic Development Commission.

Council Member Meehlhause thanked Ms. Rieland for her service to the community.

Mayor Mueller thanked Ms. Rieland for sharing her expertise and energy with the EDC and the City of Mounds View.

Ayes – 5

Nays – 0

Motion carried.

**9. COUNCIL BUSINESS**

**A. Resolution 8884, Appointing Nyle Zikmund as City Administrator.**

Finance Director Beer requested the Council adopt a Resolution appointing Nyle Zikmund as City Administrator. He commented on the hiring process that has been followed since the retirement of former City Administrator Ericson. He explained the City received 50 applications for this position and noted an executive search firm has assisted the City with the hiring process. He commented on the interviews that were held with the final five candidates on December 15<sup>th</sup> and 16<sup>th</sup> and recommended the hire of Nyle Zikmund as the City Administrator. He reported the draft contract had been sent to the City Attorney for review and comment.

Mayor Mueller thanked Finance Director Beer for his assistance with the City Administrator hiring process. She thanked all of the department heads for assisting with the candidate interviews. She thanked the Council for their time and input during the hiring process. Mayor Mueller read Resolution 8884 in full for the record.

MOTION/SECOND: Mueller/Meehlhause. To Adopt Resolution 8884, Appointing Nyle Zikmund as City Administrator.

Ayes – 4      Nays – 0      Abstain – 1 (Bergeron)      Motion carried.

A round of applause was offered by all in attendance to welcome City Administrator Zikmund to the City of Mounds View.

**B. Resolution 8882, Selection of the Acting Mayor, Treasurer and Official Newspaper and Depositories for 2018.**

City Administrator Zikmund requested the Council select an Acting Mayor, Treasurer, official newspaper and depository for 2018.

Mayor Mueller commented on the submitted newspaper quotes and recommended the official newspaper of record be *Sun Focus* with the *St. Paul Pioneer Press* as the City's secondary newspaper.

Council Member Meehlhause supported this recommendation.

Council consensus was to recommend the *Sun Focus* for the City's official newspaper of record.

Mayor Mueller recommended the depositories move forward as recommended by staff. She asked who would like to serve as Acting Mayor for 2018.

Council Member Gunn stated she would be willing to serve as the Acting Mayor again in 2018.

Council consensus was to recommend Council Member Gunn serve as the Acting Mayor for 2018.

MOTION/SECOND: Meehlhause/Hull. To Waive the Reading and Adopt Resolution 8882, Selection of the Acting Mayor, Treasurer and Official Newspaper and Depositories for 2018.

Ayes – 5

Nays – 0

Motion carried.

**C. Resolution 8883, Appointing City Council Members and City Staff as Representatives for City Commissions and Other Organizations.**

City Administrator Zikmund requested the Council appoint City Council members and City staff as representatives for City Commission and other organizations. He reviewed the list of past appointments with the Council and explained a representative to the Blaine/Mounds View Spring Lake Park Fire Board was no longer needed. He discussed the importance of the Anoka County Fire Board representative being in attendance at the fall meeting. He commented on how the Human Resources Committee would have formal agendas and would be making recommendations to the City Council.

Finance Director Beer encouraged the Council to keep the same two Council Members on the Human Resources Committee for continuity purposes. Council Member Meehlhause and Council Member Hull were both willing to continue serving on the Human Resources Committee.

Mayor Mueller noted Human Resources Technician Rayla Ewald would now be serving on the Human Resources Committee.

Mayor Mueller reported she was willing to continue to serve on the Ramsey County League of Local Government. She stated she would be happy to continue as the League of Minnesota Cities representative with Council Member Gunn serving as the alternate. She explained she would continue her position with the North Metro Mayor's Association with Council Member Gunn serving as the alternate. Mayor Mueller commented she would also serve as the liaison for Metro Cities.

Council consensus was to support the Mayor in these positions.

Council Member Gunn indicated she would like to continue serving on the I-35W Coalition. Mayor Mueller thanked Council Member Gunn for her great work with this organization. Council Member Hull stated he could serve as the alternate for this group.

Council Member Meehlhause indicated he could continue as the representative for the Minnesota North Metro Tourism Board.

Council Member Meehlhause stated he was willing to serve as the YMCA Advisory Committee representative with Council Member Hull acting as the alternate.

Mayor Mueller stated she would need a volunteer to serve as the NSCC/NSAC representative. Council Member Bergeron volunteered for this position and Finance Director Beer would act as the alternate.

Council Member Bergeron indicated he would act as the Council Liaison to the City's commissions and committees with Council Member Meehlhause serving as the alternate.

Council Member Meehlhause reported he would serve as the Northeast Youth and Family Services representative and Council Member Hull volunteered to be the alternate.

Mayor Mueller indicated there was an opening for a second Councilmember to be part of the North Suburban Business Council.

Council Member Meehlhause was willing to continue on the North Metro Business Council. It was noted Business Development Coordinator Beeman and City Administrator Zikmund would also be attending these meetings on behalf of the City.

Council Member Gunn stated she would serve on the Anoka County Fire Protection Board and Council Member Meehlhause would serve as the alternate.

Mayor Mueller summarized all of the appointments as discussed and agreed upon by the City Council.

**MOTION/SECOND:** Hull/Gunn. To Waive the Reading and Adopt Resolution 8883, Appointing City Council Members and City Staff as Representatives for City Commissions and Other Organizations.

Ayes – 5

Nays – 0

Motion carried.

**D. Resolution 8881, Approving the Hire of Karla Keys as Police Administrative Assistant.**

Human Resources Technician Ewald requested the Council approve the hire of Karla Keys as Police Administrative Assistant. She noted this position became vacant in October of 2017. Staff was directed by the Council to post and hire for this position. She reported the City received 125 applications were received and Karla Keys was being recommended for the position. She noted Ms. Keys has 13 years of experience with other Police Departments and her start date with the City of Mounds View would be Tuesday, January 16<sup>th</sup>.

**MOTION/SECOND:** Gunn/Meehlhause. To Waive the Reading and Adopt Resolution 8881, Approving the Hire of Karla Keys as Police Administrative Assistant.

Ayes – 5

Nays – 0

Motion carried.

**10. REPORTS**

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

Council Member Meehlhause asked if any members of the City Council would be attending the League of Minnesota Cities training on January 26<sup>th</sup> and 27<sup>th</sup>. He stated he would be attending the training.

Council Member Gunn stated she was interested in attending the training but had to see if she could get the day off of work.

Mayor Mueller indicated she would be attending the training and recommended staff post for a quorum for this event.

Mayor Mueller wished everyone a safe and happy 2018. She read a press release from Police Chief Harder in full for the record noting the City of Mounds View has been designated a Heart Safe Community. The requirements to become a Heart Safe Community were described at length and she commended the City and the Mounds View Police Department for their efforts on achieving this designation.

Mayor Mueller stated November was a difficult month for her as she had five family members pass away and just last week a close family friend, Corky Schurr of Corky's Heavy Duty Towing, passed away. She noted his visitation would be held on Wednesday, January 3<sup>rd</sup> and his funeral would be held on Thursday, January 4<sup>th</sup> at the Emmanuel Christian Center. She noted a luncheon would be held at The Mermaid after the funeral along with a time for sharing.

Mayor Mueller indicated her step-mother-in-law, Janet Mueller, passed away from complications with Alzheimer's on Tuesday, January 2<sup>nd</sup>. She sent her sympathies to the Walk and Mueller families.

Mayor Mueller noted she would be meeting with Boy Scout Troop #267 on Thursday, January 4<sup>th</sup> to assist them with their Citizenship in the Community Merit Badge.

Mayor Mueller explained the Comprehensive Plan Task Force would be holding their first meeting on Tuesday, January 9<sup>th</sup>. She noted the 60<sup>th</sup> Anniversary Celebration Committee would also be meeting on Tuesday, January 9<sup>th</sup> at City Hall.

## **B. Reports of Staff.**

Police Chief Harder thanked the City Council for their attendance at the New Americans Academy. He explained this helped to make this a truly great event. He commended Officer Heineman for her efforts on getting residents certified in CPR and for making Mounds View a Heart Safe Community. He encouraged local organizations to contact the Police Department if interested in having their employees trained in CPR.

Police Chief Harder encouraged the public to attend a 3 on 3 hockey game between the Police and Fire Departments that would occur at Lambert Park on Friday, January 26<sup>th</sup> to benefit the Police Foundation. He explained the event would have food and a live auction. It was noted the event would begin at 5:30 p.m.



Police Chief Harder reported the Second Annual Father-Daughter Ball would be held on Saturday, February 24<sup>th</sup> at the Mounds View Community Center. He stated registration was being taken at this time.

Police Chief Harder provided the Council with an update on the Shop with a Cop event that was held in December and noted 25 children were positively impacted by this event. He thanked the Council for assisting and decorating at this event.

Public Works Director Peterson stated the Council would be touring the new Public Works Building on Monday, January 8<sup>th</sup> at 5:00 p.m.

Public Works Director Peterson commented on the number of water lines breaks that have occurred over the past few weeks. He encouraged homeowners to open up their crawl spaces and closets in order to heat their water lines during cold spells this winter.

Public Works Director Peterson reported he had been working on a new right-of-way Ordinance with the City Attorney and asked if the Council wanted to review this item in a worksession prior to being placed on a Council agenda.

Council Member Gunn recommended this item come before the Council as soon as possible. The Council was in agreement.

Finance Director Beer stated he was proud to report the City's new website was live.

City Planner/Supervisor Sevald reported the City's new Building Official Nick Henley began working for the City today.

City Administrator Zikmund stated the Public Works Department has received a limited certificate of occupancy and would begin moving equipment into the equipment bay this weekend.

City Administrator Zikmund reported he scheduled an all staff meeting for Thursday, January 4<sup>th</sup> at 1:30 p.m.

**C. Reports of City Attorney.**

City Attorney Riggs had nothing additional to report.

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| <b>11. Next Council Work Session:</b> | <b>Immediately Following this Meeting</b>    |
| <b>Next Council Meeting:</b>          | <b>Monday, January 8, 2018, at 6:30 p.m.</b> |
| <b>Next EDA Meeting:</b>              | <b>Monday, January 8, 2018 at 6:00 p.m.</b>  |
| <b>Public Works Building Tour:</b>    | <b>Monday, January 8, 2018 at 5:00 p.m.</b>  |

**12. ADJOURNMENT**

The meeting was adjourned at 8:07 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*