

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

**APPROVED**

Regular Meeting

July 9, 2018

Mounds View City Hall

2401 County Road 10, Mounds View, MN 55112

6:30 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, July 9, 2018, City Council Agenda.**

City Administrator Zikmund requested Item 5E be removed from the Consent Agenda for discussion.

City Administrator Zikmund requested Item 8D be added to the agenda to address a Change Order on the Groveland Tennis Court Rehab project.

MOTION/SECOND: Gunn/Meehlhause. To Approve the Monday, July 9, 2018, agenda as amended.

Ayes – 4

Nays – 0

Motion carried.

5. **CONSENT AGENDA**

Council Member Gunn asked to remove Item 5E.

- A. **Approval of Minutes: June 25, 2018**
- B. **Just and Correct Claims.**
- C. **Resolution 8984, JPA Between City and BCA Communication Network Authorization.**
- D. **Resolution 8986, ArcView Licenses and Technology Purchase for Public Works Asset Management Program.**
- E. ~~**Ordinance 948, Amending Chapter 200 of City Code, Contracting Provisions.**~~

Council Member Gunn requested staff verify the correct spelling of New Brighton Council Member Berg's last name.

MOTION/SECOND: Meehlhause/Bergeron. To Approve the Consent Agenda as amended removing Item 5E.

Ayes – 4                      Nays – 0                      Motion carried.

**E. Ordinance 948, Amending Chapter 200 of City Code, Contracting Provisions.**

City Administrator Zikmund reviewed a minor change that was made to Chapter 200 of City Code that was made by the City Attorney and requested the Council Introduce Ordinance 948.

MOTION/SECOND: Gunn/Meehlhause. To Waive the First Reading and Introduce Ordinance 948, Amending Chapter 200 of City Code, Contracting Provisions.

Ayes – 4                      Nays – 0                      Motion carried.

**6. PUBLIC COMMENT**

None.

**7. SPECIAL ORDER OF BUSINESS**

None.

**8. COUNCIL BUSINESS**

**A. Ordinance 946, Second Reading and Adoption of an Amendment to the Mounds View City Code, Chapter 1012 related to Rental Dwelling Licenses – Roll Call Vote.**

City Planner Sevald requested the Council waive the Second Reading and adopt Ordinance 946 which would amend Chapter 1012 of City Code which was related to Rental Dwelling Licenses. He reviewed the minor amendments that were being proposed to be made within City Code in detail with the Council and recommended adoption.

MOTION/SECOND: Gunn/Bergeron. To Waive the Second Reading and Adopt Ordinance 946, Second Reading and Adoption of an Amendment to the Mounds View City Code, Chapter 1012 related to Rental Dwelling Licenses, directing staff to post an Ordinance summary.

ROLL CALL: Bergeron/Gunn/Meehlhause/Mueller.

Ayes – 4                      Nays – 0                      Motion carried.

**B. Ordinance 947, First Reading Updating and Amending Chapter 400 of the City Code.**

City Administrator Zikmund requested the Council introduce an Ordinance that would amend Chapter 400 of City Code relating to the City's Commissions. He reviewed the proposed changes and noted two Commissions would be eliminated and the Police Civil Service Commission to an advisory entity. He explained this was discussed with the Police Civil Service Commission and this group has offered their full support.

Council Member Meehlhause requested the reference to Clerk/Administrator be changed to City Administrator. City Administrator Zikmund explained Clerk/Administrator was a universal term and could remain as is within the proposed Ordinance.

Council Member Meehlhause recommended the language regarding the filling of open Commission seats be reconsidered. City Administrator Zikmund stated he would review this language with the City Attorney.

MOTION/SECOND: Gunn/Meehlhause. To Waive the First Reading and Introduce Ordinance 947, First Reading Updating and Amending Chapter 400 of the City Code.

Ayes – 4

Nays – 0

Motion carried.

**C. Resolution 8985, Approving the Hire of Jennifer Nelson to the Position of Receptionist/AV Support.**

City Administrator Zikmund requested the Council approve the hire of Jennifer Nelson to the position of Receptionist/AV Support. He explained the City received over 60 applicants for this position and after conducting five interviews the consensus was to offer the position to Jennifer Nelson. He noted Ms. Nelson would begin working for the City on August 1<sup>st</sup>.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Resolution 8985, Approving the Hire of Jennifer Nelson to the Position of Receptionist/AV Support contingent upon a satisfactory criminal background check.

Ayes – 4

Nays – 0

Motion carried.

**D. Resolution 8987, Approving a Change Order on the Groveland Tennis Court Rehab Project.**

City Administrator Zikmund requested the Council approve a change order for the Groveland Tennis Court Rehab project. He explained the City would like to include two gates and additional bituminous on the tennis court which would cost more than was allotted in the contingency fund. He reported the estimate for the additional expenses was \$9,500.

Council Member Meehlhause asked if these same additions would be made to the Greenfield Tennis Court. City Administrator Zikmund commented the City was only proposing the additions for the Groveland Tennis Court.

Council Member Meehlhause noted several grammatical changes to the Resolution.

MOTION/SECOND: Mueller/Meehlhause. To Waive the Reading and Adopt Resolution 8987, Approving a Change Order for the Groveland Tennis Court Rehab Project as amended.

Ayes – 4

Nays – 0

Motion carried.

**9. REPORTS**

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

Council Member Gunn reported the Guns N Hoses Softball Game would be held on Saturday, July 21<sup>st</sup> at 12:00 p.m. at City Hall Park.

Council Member Meehlhause reviewed his upcoming meeting schedule and noted he would be attending a Twin Cities Gateway Board meeting on Tuesday, July 17<sup>th</sup>. He explained he would be attending an NYFS Human Resources Committee meeting on Wednesday, July 18<sup>th</sup> and on Thursday, July 19<sup>th</sup> he would be attending an NYFS Executive Committee meeting.

Mayor Mueller reported the Festival in the Park Committee would be meeting next on Tuesday, July 17<sup>th</sup> at 7:00 p.m. at City Hall. She explained volunteers were still needed to assist with the car show and parade.

Mayor Mueller encouraged the public to visit story time at Ernie and Jeanette's at the corner of Groveland and Arden every other Tuesday at 10:00 a.m. throughout the summer. She explained a story time would be held on Tuesday, July 10<sup>th</sup>.

**B. Reports of Staff.**

**1. Administrator Memo Regarding Traffic Control Devices**

City Administrator Zikmund explained residents along Groveland Road were requesting assistance from the City to reduce the speed of traffic along Groveland Road. He reviewed several recommendations from staff and noted the Council could consider a stop sign permitting process. He commented on how this process would be followed by the City and requested feedback from the City Council.

Mayor Mueller asked how often a traffic advisory board would meet on a yearly basis. City Administrator Zikmund explained this group would only meet if a stop sign request or other traffic concern was brought to the City. He indicated the City of Blaine has created a traffic advisory group.

Council Member Meehlhause asked if the traffic advisory committee would be made up of staff members or resident volunteers.

Mayor Mueller stated she would like to see this group made up of resident volunteers.

Council Member Bergeron stated he would support 75% and 500 feet for the stop sign permitting process. The Council supported this recommendation. City Administrator Zikmund commented staff would revise the language and would report back to the City Council at a future meeting.

Mayor Mueller asked if the Council had to wait for this policy to be in place before placing stop signs along Groveland Road. City Administrator Zikmund explained this was a decision that would have to be made by the City Council.

Council Member Gunn supported all stop sign requests following the proposed permitting process, which would include data collection and an engineering review. City Administrator Zikmund commented he could get the permit posted on the City website in order for the request to be made by the residents along Groveland Road.

Mayor Mueller requested a petition template also be posted on the City's website.

City Administrator Zikmund provided the Council with an update on the City Code violations occurring at Tires N More and noted citations had been delivered.

City Administrator Zikmund reported the Ralph Reeder Food Shelf had moved into Mounds View and would be opening tomorrow.

City Administrator Zikmund reviewed the upcoming worksession agenda with the Council.

City Administrator Zikmund reported he would be meeting with the City Administrator from the City of Maple Grove to discuss Age Friendly Communities.

City Administrator Zikmund explained he would be attending a scheduling hearing next Wednesday regarding a disability matter for a Mounds View Police Officer.

City Administrator Zikmund stated a resident has requested a partial refund for the mowing of their property in Mounds View. He requested how the Council wanted to proceed with this matter.

Mayor Mueller stated she did not support the City using tax dollars to cover half of this expense.

Council Member Bergeron explained he could support the City paying for half of the expense given the fact this homeowner would be a future Mounds View resident.

Council Member Gunn agreed and noted the City has worked with other homeowners to extend deadlines or assist with the expense. For this reason, she stated she would be willing to split the bill with the property owner.

Council Member Meehlhause indicated he too could support splitting the bill.

Finance Director Beer reported the City received a check for just over \$8,000 from Twin Cities Gateway and asked how the City Council wanted to allocate these funds. The Council requested \$6,964 (same as prior year) be allocated to Festival in the Park and the remainder be used for advertising the City.

**C. Reports of City Attorney.**

There was nothing additional to report.

**10. Next Council Work Session: Monday, August 6, 2018, at 6:30 p.m.**  
**Next Council Meeting: Monday, July 23, 2018, at 6:30 p.m.**

**11. ADJOURNMENT**

The meeting was adjourned at 7:38 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*