

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

**APPROVED**

Regular Meeting  
September 10, 2018  
Mounds View City Hall  
2401 County Road 10, Mounds View, MN 55112  
6:38 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, September 10, 2018, City Council Agenda.**

Council Member Gunn noted Resolution 9010 had been amended by staff.

MOTION/SECOND: Gunn/Hull. To Approve the Monday, September 10, 2018, agenda as amended.

Ayes – 5                      Nays – 0                      Motion carried.

5. **CONSENT AGENDA**
  - A. **Approval of Minutes: August 27, 2018.**
  - B. **Just and Correct Claims.**
  - C. **Resolution 9012, Approving Revisions to the Personnel Manual.**
  - D. **Resolution 9013, Approving Severance of Ismail Omar.**

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

Ayes – 5                      Nays – 0                      Motion carried.

6. **PUBLIC COMMENT**

None.

7. **SPECIAL ORDER OF BUSINESS**
  - A. **Public Recognition of Roger Estwick – 60<sup>th</sup> Anniversary Plaque Craftsman.**

Mayor Mueller recognized Roger Estwick and thanked him for crafting and passing along to the City a 60<sup>th</sup> Anniversary plaque. A round of applause was offered by all in attendance.

**B. Swearing in of Officer Melissa Miller.**

Police Chief Harder introduced newly hired Police Officer Melissa Miller to the City Council. He explained Officer Miller came to Mounds View from the Morris Police Department. He administered the Oath of Office to Officer Miller and welcomed her to the Mounds View Police Department. A round of applause was offered by all in attendance.

Council Member Gunn welcomed Officer Miller to the Mounds View Police Department on behalf of the entire community.

Mr. Miller thanked the City of Mounds View for so graciously welcoming his daughter into the community.

**C. New Brighton/Mounds View Rotary Donation to Festival in the Park.**

City Administrator Zikmund, acting as a New Brighton/Mounds View Rotary member, presented Theresa Cermak with a \$500 check for Festival in the Park.

Theresa Cermak thanked the New Brighton/Mounds View Rotary for their generous donation.

**D. Proclamation – Constitution Week.**

Mayor Mueller read a proclamation in full for the record declaring September 17, 2018 through September 23, 2018 to be Constitution Week in the City of Mounds View.

**8. COUNCIL BUSINESS**

**A. Resolution 9002, Approval of the Final Plat of “Boulevard”.**

Community Development Director Sevald requested the Council approve the Final Plat for “Boulevard”. He reviewed the Final Plat details with the Council and recommended approval.

Council Member Meehlhause commented on the private access agreement the site had with the County. He questioned how the sidewalk/trail would be impacted by this agreement. Community Development Director Sevald described the location of the trail as noted within the Developers Agreement.

Council Member Gunn asked when the developer would be breaking ground. Matt Yetzer, 7645 Lyndale Avenue in Minneapolis, reported he was hoping to break ground in October.

Mayor Mueller questioned when the “Boulevard” development would be ready of occupancy. Mr. Yetzer anticipated the building would take 12 months to complete. He stated if all goes

smoothly during construction the building would be ready for occupancy in October of 2019.

Mayor Mueller commented on the landscaping plan and encouraged the developer to honor the City's landscaping requirements.

MOTION/SECOND: Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 9002, Approval of the Final Plat of "Boulevard".

Ayes – 5                      Nays – 0                      Motion carried.

**B. Resolution 9010, Authorizing Certification of the Preliminary General Fund Budget and Preliminary Property Tax Levy for Fiscal Year 2019.**

Finance Director Beer requested the Council authorize the certification of the preliminary General Fund Budget and Property Tax Levy for 2019. He explained by State law the City was required to adopt a preliminary tax levy to the County by September 30<sup>th</sup>. He reviewed the preliminary budget with the Council and noted the City was proposing to have a 4.4% general fund tax levy increase for the coming year. He reported this amount could be reduced between now and December, but could not be increased. It was noted the City's Truth in Taxation meeting would be held on Monday, December 3<sup>rd</sup> at 6:00 p.m. He discussed the increases that were planned for 2019 and recommended approval of the preliminary budget and tax levy.

Mayor Mueller noted for the record this Resolution had been amended by staff.

MOTION/SECOND: Gunn/Bergeron. To Waive the Reading and Adopt Amended Resolution 9010, Authorizing Certification of the Preliminary General Fund Budget and Preliminary Property Tax Levy for Fiscal Year 2019.

Ayes – 5                      Nays – 0                      Motion carried.

**C. Resolution 9011, Approving the Mounds View Economic Development Authority's Preliminary Special Benefits Tax for Fiscal Year 2019.**

Finance Director Beer requested the Council approve the Mounds View EDA's preliminary Special Benefits Tax for 2019. He reported the City had to inform the County by September 30<sup>th</sup> of its levy intentions. He explained the EDA had recommended levying \$100,000 on its behalf and recommended the Council approve this Special Benefits Tax for 2019.

MOTION/SECOND: Meehlhause/Hull. To Waive the Reading and Adopt Resolution 9011, Approving the Mounds View Economic Development Authority's Preliminary Special Benefits Tax for Fiscal Year 2019.

Ayes – 5                      Nays – 0                      Motion carried.

**D. Ordinance 949 – First Reading, an Ordinance Continuing a Franchise Fee on**

**Xcel Energy Electric and Natural Gas Operations within the City of Mounds View.**

Finance Director Beer requested the Council introduce an Ordinance that would continue a Franchise Fee with Xcel Energy Electric and Natural Gas Operations with the City of Mounds View. He explained the franchise fee was 4% and staff was recommending this continue. He reported the City would generate approximately \$295,000 in 2019. He commented on the sunset clause within the original agreement noting the Council had to review and approve the franchise fee on a yearly basis.

Council Member Bergeron asked if there was a benefit to changing the sunset clause. Finance Director Beer stated there would be a reduction in staff time and publication fees if the sunset clause were stretched out to three or five years.

Council Member Bergeron proposed the Ordinance be amended to extend the sunset clause to December 31, 2021.

AMENDMENT MOTION/SECOND: Bergeron/Meehlhause. To Amend Ordinance 949, Extending the Sunset Clause to December 31, 2021.

Council Member Meehlhause commented he supported the franchise fee as it assisted the City in meeting its financial goals.

Ayes – 5                      Nays – 0                      Motion carried.

AMENDED MOTION/SECOND: Gunn/Meehlhause. To Waive the First Reading and Introduce Ordinance 949, an Ordinance Continuing a Franchise Fee on Xcel Energy Electric and Natural Gas Operations within the City of Mounds View as amended extending the Sunset Clause to December 31, 2021.

Ayes – 5                      Nays – 0                      Motion carried.

Council Member Hull excused himself from the meeting.

**E. Ordinance 950 – First Reading, an Ordinance Continuing a Franchise Fee on Center Point Energy Natural Gas Operations within the City of Mounds View.**

Finance Director Beer requested the Council introduce an Ordinance that would continue a Franchise Fee with Center Point Energy Natural Gas Operations with the City of Mounds View. He explained the franchise fee was 4% and staff was recommending this continue. He reported the City would generate approximately \$125 in 2019. He commented this franchise agreement had to reviewed and approved in 2019. He explained he would be discussing this matter with the City Attorney to better understand the cost/benefit ratio of renewing this franchise.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the First Reading and Introduce Ordinance 950, an Ordinance Continuing a Franchise Fee on Center Point Energy Natural Gas Operations within the City of Mounds View.

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

**F. Ordinance 951 – First Reading, Updating and Amending Chapter 500 of the City Code.**

City Administrator Zikmund requested the Council introduce an Ordinance amending Chapter 500 of the City Code. He reviewed the proposed changes to this chapter of City Code in detail with the Council and recommended introduction of the Ordinance.

MOTION/SECOND: Gunn/Meehlhause. To Waive the First Reading and Adopt Ordinance 951, Updating and Amending Chapter 500 of the City Code.

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

**G. Resolution 9014, Bethlehem Baptist Church Donation Distribution.**

City Administrator Zikmund requested the Council approve the Bethlehem Baptist Church donation distribution. He reviewed how the funds would be distributed throughout the community through the church's generous donation.

Council Member Hull returned to the meeting.

Council Member Meehlhause asked if Bethlehem Baptist had originally committed to donating \$25,000. Finance Director Beer reported this was not the original amount, but noted the amount has increased over the years.

Council Member Gunn commented on the donation that was being made to Shield 616 and thanked them for outfitting the Mounds View Police Departments new officers with high quality body armor and helmets.

Mayor Mueller explained Bethlehem Baptist has been a great partner to the community and thanked them for their generous donation. She thanked City Administrator Zikmund for working with Bethlehem Baptist on the allocation of this donation.

MOTION/SECOND: Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 9014, Bethlehem Baptist Church Donation Distribution.

Council Member Meehlhause thanked Bethlehem Baptist for their generous donations to the community over the years.

Ayes – 5      Nays – 0      Motion carried.

**H. Resolution 9015, Allocation Increase for Administrative Assistant Position.**

City Administrator Zikmund requested the Council approve allocating an increase for the City's Administrative Assistant Position. He explained he would like to continue having an Administrative Assistant for the remainder of the year but noted all funds for this position have been expended. For this reason, he requested the Council approve an allocation increase.

Council Member Meehlhause reported the Personnel Committee supported staff's recommendation and noted Ms. Benesch was viewed to be a valuable City employee and a good investment to make in personnel.

Council Member Bergeron agreed that this is a good investment for excellent service to the City.

MOTION/SECOND: Hull/Meehlhause. To Waive the Reading and Adopt Resolution 9015, Allocation Increase for Administrative Assistant Position.

Ayes – 5                      Nays – 0                      Motion carried.

**I. Resolution 9016, Charter Commission Appointments.**

City Administrator Zikmund requested the Council approve Charter Commission appointments. He commented on the individuals recommended for appointment and explained he had a personal conversation with each of the appointees. He suggested the Council appoint up to four members from the list drafted by staff.

MOTION/SECOND: Gunn/Hull. To Waive the Reading and Adopt Resolution 9016, Charter Commission Appointments being Brandon Clawsen, Marissa Reyes-Johnson, Brooks Staples and Greg Oberg.

Mayor Mueller thanked resident Bill Doty for his years of dedicated service on the Mounds View Charter Commission.

Ayes – 5                      Nays – 0                      Motion carried.

**J. Resolution 9017, Approving Additional Expenses for Rest Room/Mechanical Building for the Splash Pad at City Hall Park.**

Public Works Director Peterson requested the Council approve additional expenses for the restroom/mechanical building for the Splash Pad at City Hall Park. He explained construction for the new splash pad was underway. He indicated the City had two contractors working on this project (Odyssey Plumbing and Minnesota Wisconsin Playground) and there was a breakdown in communication. He reported the skid (control for the splash pad) would not fit into the original mechanical building design. For this reason, staff had to increase the size of the restroom/mechanical building in order to accommodate this piece of equipment. Staff

recommended the Council approve the additional expensing the building size.

Council Member Meehlhause asked what the contingency was for this project. Public Works Director Peterson stated this project had a contingency fund of \$10,000. He explained staff would like to hold onto the contingency in case something else were to arise.

MOTION/SECOND: Gunn/Mueller. To Waive the Reading and Adopt Resolution 9017, Approving Additional Expenses for Rest Room/Mechanical Building for the Splash Pad at City Hall Park.

Ayes – 5

Nays – 0

Motion carried.

## **9. REPORTS**

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

Council Member Hull reported he had a meeting with Business Development Coordinator Beeman this morning. He suggested the Council discuss the City's parking rules at a future worksession meeting.

Council Member Gunn stated recently attended a YMCA Advisory meeting.

Council Member Bergeron commented last week he had a one on one meeting with the new Executive Director of CTV. In addition, he also attended a Cable Commission meeting where the group discussed the 2019 preliminary budget.

Council Member Meehlhause explained he would be attending the Mounds View Business Council meeting on Wednesday, September 12<sup>th</sup> at 7:00 a.m. He stated Mayor Mueller, Council Member Gunn, City Administrator Zikmund and himself would be attending training at the New Brighton Public Safety building on Wednesday at 9:00 a.m.

Council Member Meehlhause commented he would be attending an NYFS Executive Committee meeting on Thursday, September 13<sup>th</sup>. He noted on Tuesday, September 18<sup>th</sup> he would be attending an NYFS Board meeting and on Wednesday, September 19<sup>th</sup> he would be attending an NYFS Human Resources meeting.

Council Member Meehlhause stated on Thursday, October 11<sup>th</sup> the Lions would be hosting their Annual Spaghetti Dinner at the VFW in Spring Lake Park beginning at 4:30 p.m.

Council Member Meehlhause reported the YMCA Advisory Committee met today. He explained the group received an update on programs and event center rentals. He was pleased to report the YMCA was having a positive year. He stated the YMCA was beginning their fall programming. He commented on the great success of the Youth in Government program. He invited the public to attend the YMCA Open House on Wednesday, September 26<sup>th</sup>.

Council Member Gunn stated on Saturday, November 3<sup>rd</sup> the Police Foundation and the Lions Club would be sponsoring a Waffle Breakfast at the Community Center from 9:00 a.m. to 12:00 p.m.

Mayor Mueller reported the City Council recently met with the Business Development Coordinator Beeman to discuss City planning efforts. She explained the Council would be meeting with Mr. Beeman again to review the questions that were raised. He requested staff discuss a potential meeting date for a strategic planning session.

Mayor Mueller indicated the Festival in the Park Committee would be holding a wrap up meeting on Tuesday, September 18<sup>th</sup> at 7:00 p.m. She explained this organization was always seeking volunteers.

Mayor Mueller reported she would be attending a deployment ceremony and dinner.

Mayor Mueller commented she would be attending a Women in Local Government meeting on Friday, October 5<sup>th</sup>.

Mayor Mueller encouraged the public to reach out to the Ramsey County Commissions with any comments or concerns they may have regarding the TCAAP development.

**B. Reports of Staff.**

Public Works Director Peterson provided the Council with an update on the City's EAB program. He discussed the cost to treat residential trees.

Public Works Director Peterson reported Business Park North would be paved on Tuesday, September 11<sup>th</sup>.

Public Works Director Peterson commented on the two stop sign requests he had received.

Finance Director Beer reported staff was continuing to bring its new staff members up to speed.

City Administrator Zikmund suggested the Council hold their strategic planning session on Monday, October 15<sup>th</sup> at 6:00 p.m. at Random Park. The Council was in agreement with this suggestion.

City Administrator Zikmund provided the Council with an update on the Tires N More property.

City Administrator Zikmund reported he met with Ben Dahl and noted he opposed the project as it would impact his property. He questioned if the Council wanted to address this matter further at the October worksession. The Council supported this recommendation.

**C. Reports of City Attorney.**



There was nothing additional to report.

- 10. Next Council Work Session: Monday, October 1, 2018, at 6:00 p.m.  
Next Council Meeting: Monday, September 24, 2018, at 6:30 p.m.**

**11. ADJOURNMENT**

The meeting was adjourned at 8:23 p.m.

Transcribed by:

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*