

CITY OF GRANT
MINUTES

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DATE : March 5, 2013
TIME STARTED : 7:00 p.m.
TIME ENDED : 8:37 p.m.
MEMBERS PRESENT : Councilmember Bohnen, Fogelson, Huber, Lobin and Mayor Carr
MEMBERS ABSENT : None

Staff members present: Acting City Attorney, Andy Pratt; City Engineer, Phil Olson; and Administrator/Clerk, Kim Points

CALL TO ORDER

Mayor Carr called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

SETTING THE AGENDA

Council Member Fogelson moved to approve the agenda, as presented. Council Member Lobin seconded the motion. Motion carried unanimously.

CONSENT AGENDA

February 5, 2013 City Council Meeting Minutes	Approved
Bill List, \$36,479.34	Approved
Washington County, Sand/Salt, \$11,519.17	Approved
KEJ, Snow Removal, \$20,597.50	Approved
2013 Ballfield/City Hall Maintenance	Approved

Council Member Bohnen moved to approve the Consent Agenda, as presented. Council Member Fogelson seconded the motion. Motion carried unanimously.

COUNTY HIGHWAY PAVEMENT IMPROVEMENTS, FRAN MIRON

1 Mr. Fran Miron, Washington County Commissioner, came forward and stated he is trying to get out
2 to all the communities since he has been elected. He presented the County's Pavement Management
3 Plan noting the goal is to optimize pavement conditions over the entire network. He referred to the
4 Wheelage Tax that was implemented in the 1970's noting it was capped at \$5.00. There is current
5 legislation to potentially change the cap and expand the tax to other communities. He asked if the
6 City had interest in changing the cap, and if so would support that change with a resolution. He stated
7 a change in that tax does provide some relief to property taxes.

8
9 Mr. Wayne Sandberg, Washington County Engineer, came forward and stated the funding for the plan
10 does have some risk as funding does get cut but the mandates do not. Funding was lost for County
11 Road 9 but it is back in the Pavement Management plan. He outlined the rehabilitation process for
12 roadways noting how it is different than overlays.

13
14 Council Member Huber inquired about support for the transit tax. He stated the City has its own
15 mandates and the gas tax and transit tax do not benefit the City because of population requirements.
16 He asked if Commissioner Miron would support funds from the wheelage tax coming into cities
17 under the population threshold.

18
19 Commission Miron stated he did not support the transit tax from the beginning. However, the County
20 does receive funding but it seems there is quite an imbalance of that tax for Washington County.
21 Grant does not receive the gas tax directly but benefits from gas tax dollars that the County receives.
22 The Wheelage tax comes directly to the County and would be used for roads specifically within the
23 County. Funding has just not been adequate in the past years to keep up with road maintenance.

24
25 Mayor Carr stated he is does not like the transit tax but he does think County roads need to be
26 maintained well. He expressed concern regarding too many taxes and stated the resolution distributed
27 does not put a cap on an increase.

28
29 Commissioner Miron advised the resolution was distributed as a model for the City to review. He is
30 not looking for action this evening and the model can be revised.

31 32 **STAFF REPORTS**

33 34 **City Engineer, Phil Olson**

35
36 **MS4 Public Hearing** – City Engineer Olson advised that as part of the Municipal Separate Storm
37 Sewer System (MS4) permit, the City is required to hold an annual public hearing and receive
38 comments from the public.

39
40 City Engineer Olson presented the annual MS4 information noting the 2012 MS4 achievements, 2012
41 goals and the current status of the City's MS4 permit.

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43 Mayor Carr opened the public hearing at 7:35 p.m.

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45 There being no public comment, Mayor Carr closed the public hearing at 7:36 p.m.

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Staff Report – A report from City Engineer Olson was provided for February 2013 engineering activities to be placed on file.

City Planner, Jennifer Haskamp

Staff Report – A report from City Planner Haskamp was provided for February 2013 planning activities to be placed on file.

City Attorney, Nick Vivian

Administrator/Clerk Contract – Acting City Attorney Pratt presented the Administrator/Clerk contract for Council consideration.

Council Member Bohnen moved to approve the Administrator/Clerk Contract, as presented. Council Member Lobin seconded the motion. Motion carried unanimously.

Staff Report – A report from City Attorney Vivian was provided for February 2013 legal activities to be placed on file.

Building Inspector, Jack Kramer – A report was from Building Inspector Kramer was provided for February 2013 to be placed on file for review.

NEW BUSINESS

Ordinance No. 2013-29, 2013 Fee Schedule Amendment, Mayor Carr – Mayor Carr reviewed the staff report noting the amendment to the fee schedule is to include the addition of a preapplication meeting with the City Planner.

Council Member Bohnen moved to approved Ordinance No. 2013-29, as presented. Council Member Fogelson seconded the motion. Motion carried unanimously.

Resolution No. 2013-09, Summary Publication of Ordinance No. 2013-29, Mayor Carr – Mayor Carr referred to the staff report advising Resolution No. 2013-29 authorizing a summary publication of Ordinance No. 2013-29.

Council Member Bohnen to adopt Resolution No. 2013-09, as presented. Council Member Fogelson seconded the motion. Motion carried unanimously.

Minnesota Municipal Clerk Institue, Administrator/Clerk – Mayor Carr reviewed the staff report advising the Administrator/Clerk is looking for authorization to attend the Municipal Clerk Institute.

Mayor Carr moved to authorize participation in the Municipal Clerk Institute, as presented. Council Member Huber seconded the motion. Motion carried unanimously.

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OLD BUSINESS

Town Hall Meeting Policy, Mayor Carr – Mayor Carr advised staff obtained information on other communities relating to their policy regarding community meetings at City Hall. Other communities do allow community meetings with a fee and deposit. All of the cities that allow this have an office and staff on site.

Council Member Fogelson stated the number of meetings that are typically requested per year is minimal. He stated he has no problem with groups using Town Hall with a deposit but not allowing use of the video equipment.

Council Member Bohnen stated it is an awkward situation as the office is not on site. He thinks it is a good idea but the City does have to consider man power and use of time.

Council Member Lobin stated suggested groups use the Church for community meetings. It would eliminate problems at Town Hall and there are better facilities at the Church.

Council Member Huber stated the couple of groups that have been using Town Hall should be able to continue. If any new City groups are formed that would be allowed also. Town Hall is the Council chambers and the Council should have primary use.

Mayor Carr agreed the two groups should be able to continue their use. Any expanded use could lead to issues of accidental breakage of equipment or other issues and is problematic. There are other community options for group meetings.

Council Member Huber moved to grandfather in the two groups that have been allowed to have meetings at Town Hall and to allow future City sanctioned groups to meet at Town Hall. Mayor Carr seconded the motion.

Council Member Bohnen stated that if the Church is not available he would hope the City would revisit requests for community meetings at Town Hall.

Motion carried with Council Member Bohnen voting nay.

2013 CUP Reviews, Council Member Huber – Council Member Huber provided the background on the systematic approach that he had explained at the last meeting. It has been pointed out that some CUP's may not have criteria that can be reviewed.

Council Member Lobin stated she would like to put off the CUP reviews for now. She would like the Council to schedule a work session to review the CUP documents. The Council needs to know what they are reviewing. All the documents should be reviewed then they can be put in a systematic review process.

1 Council Member Bohnen stated he thinks it is a great idea for the Council to review all the
2 documents. He would prefer the Council get a working knowledge of all of these this year so
3 everyone knows that they are talking about.

4
5 Council Member Fogelson stated he still believes if the City is going to review CUP's all of them
6 should be reviewed.

7
8 Council Member Huber stated he and Council Member Fogelson agreed that all of them should be
9 reviewed but if some do not have reviewable conditions that can't be done.

10
11 Council Member Fogelson stated looking at the actual CUP documents would be a staff function.

12
13 Council Member Huber stated he sees the meeting as a decision making process to move forward
14 with reviews.

15
16 Council Member Lobin stated all of the Council should be able to go through the documents fairly
17 quickly. The Council needs to know what they are looking at before a systematic approach can be put
18 in place. She wants to go through them and she wants to figure out how to do this non-politically.

19
20 Mayor Carr provided the history on the CUP review process. He stated he does not want all of them
21 reviewed because that was not the original intent.

22
23 A City Council Work Session to review the CUP documents was scheduled on Monday, April 8 at
24 7:00 p.m.

25
26 **Authorization for Purchase and to Refurbish Emergency Sirens, Council Member Lobin –**
27 Council Member Lobin provided the background on this issue and advised the site plan is still being
28 worked on.

29
30 **Council Member Lobin moved to authorize purchase and to refurbish two additional**
31 **emergency sirens as presented. Council Member Huber seconded the motion.**

32
33 Mayor Carr asked if the City is buying some other City's problem and inquired about refurbishing.

34
35 Council Member Lobin stated there is nothing wrong with the sirens. The Cities that are selling them
36 are moving to batter operated sirens.

37
38 City Engineer Olson advised larger cities are switching to batter systems. There are thousands of
39 these types of sirens in use. There are three-phase locations within the City allowing for installation.
40 He has reviewed the preliminary map and he is comfortable that there are several potential locations.

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42 **Motion carried with Council Member Fogelson voting nay.**

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DISCUSSION ITEMS

City Council Reports:

Council Member Huber updated the Council on the City's new website noting it is a work in progress. He thanked the previous webmaster for all his work noting it is a lot of work. He thanked the Administrator/Clerk who has continually been working on the new site to get it up and running. He advised there is a comment card on the new website and he encouraged citizens to comment on the website. There is a section to submit photos taken within the City of Grant and he thanked Mr. Rick Vanzwol for the photos he has submitted. The Administrator/Clerk has been trained by Halogen. The comfort level is high in terms of posting routine documents. Security of the website needs to be determined. He noted he has never had access to the website and asked how the Council would like to proceed in terms of security.

The Council determined Mayor Carr would have access to the new City website.

Council Member Bohnen advised the old website is not being maintained. He asked if there would be a link on it to the new website and he stated the colors on the new website do not show up very well.

Council Member Huber advised it has been a lengthy project to transition from the .com to .us. The City is close to being at the point that they can transition from the .com website to the .us website but they are not at that point yet. The website colors were developed with mobile users in mind and the colors are dull so it is faster to download. He noted there is no real estate information on the old or new website.

Council Member Bohnen inquired about the tabs relating to buying and selling property on the new website.

Administrator/Clerk Points advised Halogen put those tabs on during the construction of the website. Halogen named those tabs themselves based on the type of information that would be provided such as land use and zoning maps. The tabs have been changed to accurately reflect the correct information.

Council Member Fogelson advised the Metropolitan Council sent out information regarding transit issues and he will be following up on that for an explanation.

Council Member Lobin advised the City participates in the Code Red Emergency Alert System. She will be putting information together on the system and it will be posted on the new website under the emergency tab.

Council Member Huber advised he and Council Member Bohnen met with the Cable Commission regarding the development of a needs assessment. It was determined that the City could upgrade lighting at Town Hall and those costs may be covered with the grant dollars. The City has made it very clear that coverage within the City of Grant is key. He also advised he is looking for newsletter

1 articles from the Council and he thanked Ms. Joyce Welander for a very good article she has
2 submitted.

3
4 Council Member Bohnen advised snowplowing is going well and there are not many complaints. He
5 has encouraged some citizens who have complaints to attend the Council meeting. He outlined two
6 complaints in particular that relate to the timing of the plows coming through.

7
8 **2013 City Council Goals** – Mayor Carr advised staff is working on a couple of the 2013 Goals as
9 directed by the Council.

10
11 Mayor Carr read a statement regarding citizen calls to the City consultants. He announced that it has
12 come to the City’s attention that certain members of the public are contacting City staff including the
13 City Planner. Each member of the City staff is directed not to take calls from the public as staff’s
14 time gets billed back to the City. Unless staff has been specifically authorized to talk with a member
15 of the public by the City Council, or unless an application has been submitted to the City with the
16 required escrow or fee, staff will not be taking calls from the public. Do not call the Planner,
17 Engineer or Attorney. They will not be responding to you without the Council’s authorization.

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19 **Staff Reports (any updates from Staff):**

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21 There were no updates from staff.

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24 **COMMUNITY CALENDAR MARCH 6 THROUGH MARCH 31, 2013:**

25
26 **Mahtomedi Public Schools Board Meeting, Thursday, March 14, 2013, Mahtomedi District**
27 **Education Center, 7:00 p.m.**

28 **Stillwater Public Schools Board Meeting, Thursday, March 7 and 21, 2013, Stillwater City Hall,**
29 **7:00 p.m.**

30 **Washington County Commissioners Meeting, Tuesdays, Government Center, 9:00 a.m.**

31
32 **ADJOURN**

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34 **There being no further business, Council Member Huber moved to adjourn at 8:37 p.m.**
35 **Mayor Carr seconded the motion. Motion carried unanimously.**

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38 These minutes were considered and approved at the regular Council Meeting April 2, 2013.

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44 Kim Points, City Clerk

Tom Carr, Mayor

APPROVED