

REGULAR MEETING COTTAGE GROVE CITY COUNCIL

November 21, 2007

OPEN FORUM – 7:15 p.m.

Open forum provides a person an opportunity to inform the Council of a problem or to request information related to City business not scheduled for Council action and on the Agenda.

Present: Mayor Sandy Shiely
Council Member Myron Bailey
Council Member Mark Grossklaus
Council Member Fred Luden
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator
Howard Blin, Community Development Director
Les Burshten, Public Works Director
Ron Hedberg, Finance and Administrative Services Director
Jennifer Levitt, City Engineer
Corrine Heine, City Attorney
Craig Woolery, Public Safety Director

Not Present: None.

Mayor Shiely opened the Open Forum at 7:15 p.m.

There being no speakers, Mayor Shiely closed the Open Forum at 7:15 p.m.

CALL TO ORDER

Mayor Shiely extended greetings to her family in Denver and welcomed attending Park High School students representing the BPA organization.

The City Council of the City of Cottage Grove, Washington County, Minnesota, held a regular meeting on Wednesday, November 21, 2007, at the Cottage Grove City Hall, 7516 80th Street South. Mayor Shiely called the meeting to order at 7:30 p.m.

ROLL CALL

Present: Mayor Sandy Shiely
Council Member Myron Bailey
Council Member Mark Grossklaus

Council Member Fred Luden
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator
Howard Blin, Community Development Director
Les Burshten, Public Works Director
Ron Hedberg, Finance and Administrative Services Director
Jennifer Levitt, City Engineer
Corrine Heine, City Attorney
Craig Woolery, Public Safety Director

Not Present: None.

ADOPTION OF AGENDA

MOTION BY RICE, SECONDED BY BAILEY, TO APPROVE THE AGENDA AS SUBMITTED.

MOTION CARRIED 5-0.

PRESENTATIONS

None.

APPROVAL OF MINUTES

None.

CONSENT CALENDAR

Council Member Bailey pulled the following: 1) Item B to acknowledge 3M's donation of \$250 to the Strawberry Festival, 2) Item H to acknowledge 3M's donation of \$1,000 to the S.T.O.C.K. program for purchase of supplies and equipment for Police and Fire, and 3) Item P to extend awareness of updates regarding PFC monitoring of municipal and private wells, that information is still being obtained from the Minnesota Department of Health and that there will be opportunities for meetings in the not-too-distant future with 3M and the City.

MOTION BY BAILEY, SECONDED BY RICE, TO:

- A. ACCEPT AND PLACE ON FILE THE FOLLOWING MINUTES: NONE.
- B. ADOPT **RESOLUTION NO. 07-213** ACCEPTING A DONATION FROM 3M FOR THE STRAWBERRY FESTIVAL.
- C. APPROVE CHANGE ORDER #1 FOR THE INSTALLATION OF EPOXY PAVEMENT MARKINGS RATHER THAN POLY PRE-FORM PAVEMENT MARKINGS FOR THE JAMAICA AVENUE IMPROVEMENT PROJECT.

- D. ACCEPT THE RESIGNATION OF KRIS MIENERT FROM THE PUBLIC SAFETY, HEALTH AND WELFARE COMMISSION AND THANK HER FOR HER YEARS OF SERVICE.
- E. AUTHORIZE THE HUMAN SERVICES/HUMAN RIGHTS COMMISSION TO JOIN THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS.
- F. APPROVE THE WRITE-OFF OF \$11,900.98 IN UNPAID ACCOUNTS RECEIVABLE INVOICES BILLED OUT FOR VARIOUS SERVICES.
- G. APPROVE THE PURCHASE OF A LAPTOP COMPUTER AND PRINTER FOR THE COMMAND VEHICLE, INTERACTIVE SMART BOARD AND PRINTER FOR THE EOC.
- H. ADOPT **RESOLUTION NO. 07-214** ACCEPTING THE DONATION OF \$1,000.00 FROM 3M CORPORATION TO THE S.T.O.C.K. PROGRAM FOR THE PURCHASE OF SUPPLIES AND EQUIPMENT.
- I. ADOPT **RESOLUTION NO.'S 07-215 AND 07-216**, WHICH AMEND RESOLUTIONS 07-150 AND 07-151 TO AUTHORIZE AGREEING TO THE TERMS AND CONDITIONS OF THE LOCAL ROAD IMPROVEMENT PROGRAM FOR STATE PROJECT NO. 8205-117 (TH 61=003) AND 180-110-11, PER MNDOT'S REQUEST TO CLARIFY THE RESOLUTION.
- J. AWARD THE CONTRACT FOR THE DEEP WELL NO. 6 MAINTENANCE PROJECT IN THE AMOUNT OF \$25,644.50 TO KEYS WELL DRILLING COMPANY.
- K. ADOPT **RESOLUTION NO. 07-217** APPROVING THE PLANS AND SPECIFICATIONS AND ESTABLISHING A DECEMBER 20, 2007, BID DATE FOR THE PRE-CAST PANELS AND LONG SPAN STEEL FOR THE ICE ARENA EXPANSION PROJECT.
- L. RATIFY THE EDA AUTHORIZATION TO ACQUIRE TAX-FORFEITED PROPERTY IN THE 9500 BLOCK OF ISLAY AVENUE.
- M. APPROVE **RESOLUTION NO. 07-218** ESTABLISHING WAGES FOR PART-TIME AND TEMPORARY EMPLOYEES, REPEALING RESOLUTION NO. 06-255.
- N. RECEIVE THE COMPARATIVE OVERVIEW AND SUMMARY DATE OF ON-SALE LIQUOR ESTABLISHMENTS' PERFORMANCE IN 2007.
- O. 1) APPOINT JUDY SPOONER TO THE ADVISORY COMMITTEE ON HISTORIC PRESERVATION TO FULFILL AN UNEXPIRED TERM THAT ENDS ON FEBRUARY 28, 2009; 2) ADD A COMMITTEE MEMBER TO THE ACHP AND APPOINT LORRAINE BROWN TO FILL THAT NEW SEAT WITH A TERM THAT EXPIRES FEBRUARY 29, 2008.
- P. RECEIVE PFC MONITORING AND ASSESSMENT UPDATE.

MOTION CARRIED 5-0.

RESPONSE TO PREVIOUSLY RAISED OPEN FORUM ISSUES

None.

PUBLIC HEARINGS

- A. 1) Hold the public hearing on the requested vacation and discontinuance of a utility easement lying between Hamlet Avenue and 95th Street and 2) Adopt the resolution approving the vacation and discontinuance of a certain utility easement lying between Hamlet Avenue and 95th Street.

The Community Development Director reported on the City's application for the vacation and discontinuance of a portion of a utility easement (10.0' wide x 3,218.5' length) on property generally located across properties that were recently platted as Hamlet Park South Addition. The purpose for the vacation is to replace the ten-foot-wide easement with a 30-foot-wide easement.

Mayor Shiely opened the public hearing 7:35 p.m.

There being no speakers, Mayor Shiely closed the public hearing at 7:35 p.m.

MOTION BY GROSSKLAUS, SECONDED BY LUDEN, TO ADOPT **RESOLUTION NO. 07-219** APPROVING THE VACATION AND DISCONTINUANCE OF A CERTAIN UTILITY EASEMENT LYING BETWEEN HAMLET AVENUE AND 95TH STREET.

MOTION CARRIED 5-0.

BID AWARDS

None.

UNFINISHED AND NEW BUSINESS

- A. Consider approving a text amendment to City Code Title 9-8, Signs and Billboards, to prohibit dynamic signs.

The Community Development Director reported that the City initiated an amendment to the Sign Ordinance chapter of the City Code to prohibit dynamic signs, which are defined as those that show changing images and movement. The prohibition would apply to all types of dynamic signs including light emitting diode (LED) billboards and electronic readerboard signs but not apply to price signs required at gas stations (since these price signs are required by State statute). The Minnesota League of Cities and the City of Minnetonka commissioned a study by SRF Consulting Group, Inc., which indicated that dynamic signs distract drivers, and the City Planning Commission and staff concur.

Council Member Luden expressed concern about small businesses being unable to display electronic signs, the same that are allowed by gas stations, and feels a moratorium with a year's duration is a long time.

MOTION BY RICE, SECONDED BY BAILEY, TO PASS **ORDINANCE NO. 833** APPROVING A TEXT AMENDMENT TO CITY CODE TITLE 9-8, SIGNS AND BILLBOARDS, TO PROHIBIT DYNAMIC SIGNS.

MOTION CARRIED 4-1 (LUDEN)

Mayor Shiely extended appreciation to the Planning Commission for their work on the subject.

B. Consider authorizing the Capital Improvements Plan response letter to be sent to Washington County.

The City Administrator provided a brief report regarding the proposed letter to Washington County regarding the City's feedback to the County's 2008-2012 Capital Improvements Plan, which includes CSAH 19 (Keats Avenue) Improvements, Red Rock Corridor, CSAH 22 (70th Street) Improvements, CSAH 20 (Military Road/Jamaica Avenue), Cottage Grove Ravine Regional Park, and Lower Grey Cloud Island. He noted that updated changes relate to Keats Avenue, to provide support to the planning study as it relates to the interchange itself, and, once the planning study is done, then go after State and Federal funding.

Mayor Shiely commented that the changes are reasonable.

MOTION BY BAILEY, SECONDED BY LUDEN, TO AUTHORIZE THE CAPITAL IMPROVEMENTS PLAN RESPONSE LETTER TO BE SENT TO WASHINGTON COUNTY WITH CHANGES RECOMMENDED BY STAFF.

MOTION CARRIED 5-0.

C. Ice Arena Project.

The City Administrator reported that a workshop had been undertaken with Council and the consent agenda item had been agreed to regarding pre-cast panels and long span steel for the Ice Arena. He then introduced the architect, who was asked to introduce the project to the public.

Chuck Freiberg, Senior Associate at RSP Architects, 1220 Marshall Street NE, Minneapolis, provided background information regarding the project and concept design progression, displaying floor plan and elevation drawings. Suggestions are to have a dedicated player entrance at the back of the building, additional varsity locker rooms, warm seating area, new entry expansion that connects to both rinks, new toilet facilities, a 200 x 85 state-of-the-art arena built above minimum codes with a 600-seat capacity, standing gallery around the back sides and east end of the rinks, and refrigeration and dehumidification system for comfort.

Mayor Shiely thanked Mr. Freiberg for his presentation and said it was very helpful.

D.

Consider approving the River Oaks Golf Course Performance Pay Incentive Plan.

The City Administrator provided background information regarding the incentive pay plan for the River Oaks Golf Course (for five full-time positions based upon performance measures for the entire operation and maximum program cost of \$16,000) and said staff recommends Council approval. The target is to pay out the maximum, as result would be an operative increase beyond what has been experienced in the past. He said a suggestion had been made by a Council Member to add a market share component to the presented plan, which could be done.

Discussion ensued regarding the market share concept and benefit of being able to compare increased utilization and expected costs for the course. The City Administrator noted that rounds had decreased from 46,000 5-6 years ago to the high 30,000s now, a reflection of how the market has changed. Mayor Shiely also noted that the course will be impacted by the Hastings Bridge lane closures from May 1 to August 1.

MOTION BY MAYOR SHIELY, SECONDED BY BAILEY, TO APPROVE THE RIVER OAKS GOLF COURSE PERFORMANCE PAY INCENTIVE PLAN AS PRESENTED.

MOTION CARRIED 5-0.

RESPONSE TO PREVIOUSLY RAISED COUNCIL COMMENTS AND REQUESTS

None.

COUNCIL COMMENTS AND REQUESTS

Mayor Shiely wished everyone a Happy Thanksgiving on behalf of staff and Council. She offered a reminder about the Canadian Pacific Holiday Train in Cottage Grove from 5:30 p.m. to 6:30 p.m. on December 11 and encouraged everyone to attend.

Council Member Bailey announced 1) a holiday breakfast on December 15 at Applebee's to support the Strawberry Festival, \$5 tickets available in advance at City Hall or from Committee members (including Council Member Bailey) or \$7 at the door; and 2) volunteers interested in providing assistance for the Strawberry Festival (planning or general help the day of the event) can contact City Hall or Council Member Bailey at 651-459-4734.

PAY BILLS

MOTION BY BAILEY, SECONDED BY RICE, TO APPROVE PAYMENT OF CHECK NUMBERS 152781 TO 152974 IN THE AMOUNT OF \$2,140,678.52.

MOTION CARRIED 5-0.

WORKSHOP SESSION – OPEN

None.

WORKSHOP SESSION – CLOSED

None.

ADJOURNMENT

MOTION BY RICE, SECONDED BY GROSSKLAUS, TO ADJOURN THE MEETING AT 8:17 P.M.

MOTION CARRIED 5-0.

Respectfully submitted,

Mary Heintz
TimeSaver Off Site Secretarial, Inc.