

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR SESSION

August 11, 2014

CALL TO ORDER: The North Branch City Council met in regular session and Mayor Lindquist called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL: Councilmembers present were Theresa Furman, Ronald Lindquist, Joyce Borchardt and Trent Jensen. Councilmember Kathy Blomquist was absent. Staff members present were City Administrator Konrad, City Engineer Messner, GIS Specialist Sondrol and the City Attorney Squires.

CONSENT AGENDA:

- Claims
- LS Cashier Thomas Resignation & Resolution No. 058-08-11-14 – Phillips Hire
- Transient Merchant License – American Exteriors
- ~~Minutes – July 17, 2014 Work Session~~
- ~~Minutes – July 28, 2014 Regular Session~~
- ~~Resolution – 2015 Fire Relief Association Contribution~~
- Ball Field Advertising Agreement
- Transient Merchant License – Southwestern Advantage

Items D, E, and F were removed for discussion.

Motion by Borchardt, seconded by Jensen, to approve the remaining consent agenda items as presented. All voted AYE. Motion carried.

Furman would like to abstain from voting on the Minutes. She noted she was out of town for five weeks to help her parents.

Motion by Borchardt, seconded by Jensen, to approve the Minutes of the July 17, 2014 work session. Members voted: Ayes – 2, Nays – 0, Abstain – 2 (Lindquist/Furman). Motion carried.

Motion by Jensen, seconded by Borchardt to approve the minutes of the July 28, 2014 regular session. Members voted: Ayes – 3, Nays – 0, Abstain – 1 (Furman). Motion carried.

Furman indicated she had asked Konrad how the City compares to surrounding communities for pay for the Fire Relief Association. Konrad will be gathering that information and suggested tabling it to September 8, 2014.

Motion by Furman, seconded by Borchardt, to table the 2015 Fire Relief Association contribution to the September 8, 2014 meeting. All voted AYE. Motion carried.

PUBLIC HEARINGS:

5A 410th Street Assessment Hearing

Mayor Lindquist opened the public hearing at 7:05 p.m.

City Engineer Messner indicated that this is a continuation of the hearing on the project held on July 28. He then provided an overview of the proposed project.

Barbara Burrington said that all the property owners should be charged the same amount because they all benefit from the street. She would like to change the policy and include this project in the change.

City Engineer Messner noted that the Walker Hill neighborhood have streets of their own and when those are reconstructed they will be assessed for the streets.

Donna Slipka said that she feels the people in the pines are not paying an equal amount and they use that road every day.

Barbara Burrington asked who petitioned to do this project. Konrad indicated this project was brought by the City. There was a petition back in the early 2000s but that is not what is being acted on here, this is a project initiated by Council due to traffic count.

Jeremy Underecht asked if the road will be posted and patrolled. City Engineer Messner indicated that it would be posted. Any concerns can come to City Staff or City Council and ask patrol to step things up to see if there are any issues there with speed.

Mayor Lindquist closed the public hearing at 7:26 p.m.

COMMITTEE/COMMISSIONS:

6A PLANNING COMMISSION

A1 Wildridge Northpointe – Land Surveyor Plat Correction

Sondrol explained that Wildridge Northpointe was platted back in 2003 and staff recently found a discrepancy on the plat when reviewing a lot survey for a building permit. He then explained the needed correction.

Motion by Furman, seconded by Jensen to approve the Land Surveyor's Certificate of Correction for Wildridge Northpointe. All voted AYE. Motion carried.

6B	ECONOMIC DEVELOPMENT AUTHORITY	NONE
6C	PARK COMMISSION	NONE
6D	WATER AND LIGHT COMMISSION	
	D1 Minutes	INFO

STAFF REPORTS:

7A ENGINEERING/PUBLIC WORKS

A1 Adopt 410th Street Assessments

Furman said there are two properties with two roads and they are getting charged \$1,800 and there is one that is on a dirt road and they are getting charged \$6,500 when only their side yard is on 410th Street.

Furman asked if Slipka only gets assessed one time. Konrad indicated that the policy states that they are only assessed one time for corner lots. Furman would like to know why the street is not going the whole length of her property.

Furman would like it in the Minutes that this is only being assessed for one side and one time for future reference.

Furman asked if there were any cost savings between the estimate and the actual bid. City Engineer Messner estimated it was about \$70,000. Furman asked if the extension could go past Ms. Slipka's driveway. Konrad indicated that would require a change order but that can be done.

Furman would like to extend the pavement past Slipka's driveway as long as she is being assessed the full amount. City Engineer Messner indicated it is a couple hundred or so feet. Council agreed to do so.

Motion by Furman, seconded by Jensen, to direct staff to prepare a change order to extend the pavement past Donna Slipka's driveway and leave the assessment the same. All voted AYE. Motion carried.

Konrad noted that the resolution calls for equal annual payments, which is the normal practice for assessments, but noted that the engineer's payment example had declining annual payments. Council will need to decide which payment method should be utilized.

Motion by Furman, seconded by Jensen, to adopt Resolution No. 056-08-11-14, "A RESOLUTION ADOPTING AND CONFIRMING ASSESSMENT FOR THE 410TH STREET IMPROVEMENT PROJECT." With equal annual payments. All voted AYE. Motion carried.

7B ADMINISTRATION

B1 Data Practices Policies and Job Description Updates

Konrad explained that Minn Stat. Chapter 13 regulates data practices and three policies are required: one for data subjects, one for members of public, and new requirement for a policy to ensure the safety of not public data. There are three policies for consideration and approval at this meeting. Konrad indicated there must be an inventory that states who has access to the data. Job descriptions have been amended to include information on access to non-public data.

Motion by Jensen, seconded by Furman, to approve the three Data Practices Policies noted above and to update job description to include access to non-public data language. All voted AYE. Motion carried.

7C BUILDING

C1 Activity Report

INFO

7D FINANCE

D1 Financial Report

INFO

7E LEGAL

NONE

NOTICES AND COMMUNICATIONS:

PUBLIC COMMENT:

No one wished to speak.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

NONE

MAYOR AND COUNCIL:

12A Upcoming Agendas

INFO

Jensen asked whether September 4, 2014 is still scheduled for budget. Konrad indicated it is with the exception of the Senior Center folks coming to discuss funding.

Konrad reminded everyone of the primary election day and invited folks to get out and vote.

Motion by Furman, seconded by Borchardt to adjourn. All voted AYE. Motion carried.

ADJOURNED: at 7:47 p.m.

Respectfully submitted,

Bridgitte Konrad, City Administrator
jrl/TOSS