

**Lake City Common Council
Regular Meeting
Monday January 11, 2016 6:00 p.m.
City Hall Council Chambers**

Members Present: Mayor Joel Beckman, Andru Peters, Mary Lou Waltman, Randy Klipfel, Greg Schreck, Russell Boe, Mark Spence

Members Absent: None

Staff Present: City Administrator Mark Sievert, City Attorney Sarah Sonsalla, City Clerk Kari Schreck, Public Works Director Scott Jensen, Planning and Community Development Director Rob Keehn, Ambulance Director Gail Riemersma, Police Chief Cory Kubista, Emergency Management Director John Yorde

Mayor Beckman called the meeting to order at approximately 6:00 p.m. in the Council chambers of city hall with a quorum present.

Pledge of Allegiance

Mayor Beckman led the Pledge of Allegiance.

Introductions

The Mayor introduced the new City Administrator Mark Sievert.

Review & adopt or amend the agenda as presented

Peters requested that item 5 (o) Approve plans and specifications and advertise for bids the 2016 State Aid project – S. 8th St. from Lyon Ave. to Lakewood Ave 5 (p) Approve plans and specifications and advertise for bids the 2016 reconstruction of Walnut, Doughty and Woodburn Streets.

Motion Waltman, second Spence to adopt the agenda as amended. All ayes 7-0-0.

Public Forum

Lisa Orke opening a grant writing business and is offering to assist the city if there is interest in pursuing grant dollars for the Indian burial mounds site in Lake City. Keehn will review the documents

Elect president pro tem

The Charter of the City of Lake City requires “that the Council shall choose from its members a president pro tem who shall hold office at the pleasure of the council and shall serve as president in the Mayor’s absence and as Mayor in case of the Mayor’s disability or absence from the City.” Should the need arise, the president pro tem steps into the role of mayor. This includes presiding at Council meetings, attending ceremonial events and representing the City to the public. It may include public speaking and the writing of letters, memos and other documents. In accordance with the City Emergency Operations Plan, the mayor is responsible for some decision making and other specific tasks during emergencies. Prior presidents pro tem include these: 2005 Matt Powers; 2006 Tom Dwelle; 2007 Joel Beckman; 2008 Ray St. Martin; 2009 Mary Lou Waltman; 2010 Mark Spence; 2011 Andru Peters; 2012 Phil Gartner, 2013 Matt Powers, 2014 Eugene Durand, Randy Klipfel, 2015.

Motion Spence, second Klipfel to elect Council Member Russell Boe as president pro tem to serve until the first Council meeting of January 2017. All ayes 7-0-0.

Conduct the first reading of Ordinance 561, rezoning 311 S 8th Street and 722 W Dwelle Street from TN to LI

The owner of both residential properties, Mike Hagedorn, submitted a request to the City to re-zone two residential properties in order to expand his operation of Lake City Recycling and Disposal, located on the adjacent property to the re-zoning request at 401 S 8th Street. Mr. Hagedorn intendeds to construct a storage garage on these properties after the homes are removed. Commercial and industrial type storage is not permitted in residential zoning districts, and is thereby the reason for the re-zoning request. The City's Comprehensive Plan supports the rezoning of land along South 8th Street by indicating that the area is appropriate for industrial, rather than residential land uses.

The Planning Commission held a public hearing on this matter at their January 5, 2016, meeting.

Motion Spence, second Waltman to conduct first reading of Ordinance 561 amending Lake City Municipal Code Title XV: Land Use, Chapter 155: Zoning Ordinance, Section 155.22 Zoning Map, rezoning the properties at 311 S 8th Street and 722 W Dwelle Street from Traditional Neighborhood (TN) to Light Industrial (LI). All ayes 7-0-0.

Ordinance 561 was read aloud by Keehn.

Conduct first reading of Ordinance 562 amending Special Ordinance No. 273, Northern States Power Gas Franchise

In order to allow Northern States Power (Xcel Energy) to continue to collect gas franchise fees on behalf of the City, the City needs to amend Section 8 of its Special Ordinance No. 273. This was done in 2013 for a two year period (April 30, 2013 to April 30, 2015) and again for a one year period (May 1, 2016- April 30, 2017).

Ordinance No. 273 is the Northern States Power (Xcel) franchise ordinance. The franchise established a specific franchise fee schedule – basically two percent of Xcel's gross revenues and \$.005 per therm for commercial customers. This fee arrangement was only effective through 2005. Thereafter, the franchise fee amount could be established by the Council, per a separately adopted fee ordinance. In past years, the Council has elected to continue the fee arrangement contemplated by Ordinance No. 273, by adopting fee ordinances with two year terms so that increases could periodically be considered, although none have been implemented.

Since the fee has not changed for many years, City staff is recommending that the Council approve a one year period (commencing on May 1, 2016 until April 30, 2017). During this one year period, City staff will have discussions with Xcel about whether there should be a fee increase or other change in the fee structure

Motion Spence, second Waltman to introduce and conduct a first reading of Ordinance No. 562 – Amendment to Special Ordinance No. 273; Northern States Power Gas Franchise. 7-0-0.

Introduce and conduct the first reading of Ordinance No. 563.

As part of the recodification process, the City Attorney and City staff significantly revised Chapter 30 of the City Code (regarding Boards and Commissions). The proposed revisions to Chapter 30 were presented to the Council at a work session on September 28, 2015. Based on the Council's comments, it was decided that due to the number of revisions being proposed, that the existing Chapter 30 should be repealed and a new Chapter 30 should be adopted. The City Attorney reformatted the revisions to the existing Chapter 30 into a new Chapter 30. The Council reviewed the new Chapter 30 at its work session

on October 19, 2015. The Council requested that the proposed Chapter 30 be distributed to the department heads so that they could share it with their boards and commissions.

The Public Works Director and the Finance Director had some minor non-substantive changes to Chapter 30 which have been incorporated into the document. The Ambulance Commission asked some questions about the section in Chapter 30 pertaining to the Ambulance Commission but did not provide any comments. The Marina board submitted comments to the city attorney, The Charter Commission had some concerns about Chapter 30, but intends to discuss those concerns with the Council at the joint work session that it is having with the Council on January 25th. The City Attorney has not received any other comments.

Motion Waltman, second Schreck to introduce Ordinance No. 563 and to conduct the first reading of Ordinance No. 563 in summary form. All ayes 7-0-0.

The administrative staff hiring policy will need to be reviewed and amended.

Direct staff to pursue Option D as detailed in the Public Safety Facility feasibility study provided by Widseth Smith Nolting

The City Council approved an agreement with Widseth Smith Nolting (WSN) to conduct a feasibility study of different options for the Lake City Public Safety facilities at its November 9, 2015, meeting. WSN researched four options for a new or remodeled facility to accommodate the Public Safety services. The four options that were reviewed were:

- Option A: Remodel/Add on to existing facility to accommodate both services
- Option B: Remodel existing facility for EMS, build new facility for Police/EOC
- Option C: Remodel existing facility for Police/EOC, build new facility for EMS
- Option D: Build new shared facility at different location for all services

As previous studies have shown, building a new shared facility at a different location is the most cost effective option with the fewest drawbacks. This option would cost \$2,243,308, excluding soft costs for furniture, fixtures, equipment, and contingency. Boe and Schreck some expressed concerns and suggested that the item be tabled for a month until some of their concerns could be addressed.

Beckman suggested that Mike Bubany address with council some of the financing options available to the city for the project.

Motion Spence, second Waltman to direct staff to pursue Option D as detailed in the Public Safety Facility feasibility study provided by Widseth Smith Nolting, and staff work with Mike Bubany from David Drown Associates some financing options for council. Roll call vote:

Beckman aye, Schreck nay, Boe nay, Peters aye, Spence aye, Waltman aye, Klipfel aye

Motion carried 5-2-0.

5. Consent Agenda

- a. CC minutes workshop December 14, 2015
- b. CC minutes regular December 14, 2015
- c. Approve expense claims 12.11.15-1.6.16
- d. Adopt Resolution 16-001 appointing advisory member to the Ambulance Commission.
- e. Adopt Resolution 16-002 designating the official newspaper, official depositories, city attorney and auditing firm

- f. Adopt Resolution 16-003 accepting donations totaling \$3,137.27 for the renovation/addition of the Lake City Public Library
- g. Adopt Resolution 16-004 accepting donation of \$271.57 from the Friends of the Public Library to purchase a spine label printer
- h. Adopt Resolution 16-005 amending 2015 Sewer budget
- i. Authorize a one year extension of criminal prosecution contract with the Wabasha County Attorney's Office
- j. Approve a 1 year service agreement with Construction Management Services (CMS)
- k. Approve out of state travel to La Crosse Wi, and Omaha Ne to attend IIMC conference 2016.
- l. Approve request for American Legion Auxiliary Unit #110 to host four bingo events in 2016
- m. Approve Hok-Si-La Park Manager Agreement for 2016
- n. Approve residential lease agreement between Hok-Si-La Park Manager Joanne Klees and City of Lake City
- o. ~~Approve plans and specifications and advertise for bids the 2016 State Aid project – S. 8th St. from Lyon Ave. to Lakewood Ave.~~
- p. ~~Approve plans and specifications and advertise for bids the 2016 reconstruction of Walnut, Doughty and Woodburn Streets~~
- q. Approve amendment to agreement with MARCO for the council chambers audio visual system project.
- r. Approve 2016 license applications for: Commercial Haulers/Industrial Garage & Refuse Hauler, Games of Skill & Mechanical Music Devices, Junk Dealers, Tobacco and Tree Trimmers
- s. Approve 1-4 day Temporary On-Sale Liquor license for the Lake City Sportsmans Club for February 6, 2016.

Motion Spence, second approve the consent agenda as amended. All ayes 7-0-0.

Approve plans and specifications and advertise for bids the 2016 State Aid project – S. 8th St. from Lyon Ave. to Lakewood Ave.

This was pulled by Peters for clarification on road type- concrete vs reclaimed. Jensen stated that S. 8th is a concrete street.

Motion Peters, second Klipfel to approve plans and specifications and advertise for bids the 2016 State Aid project – S. 8th St. from Lyon Ave. to Lakewood Ave. All ayes 7-0-0.

Approve plans and specifications and advertise for bids the 2016 reconstruction of Walnut, Doughty and Woodburn Streets

This was pulled by Peters for clarification on road type- concrete vs reclaimed. Jensen stated that Walnut, Doughty and Woodburn would be re-claimed pavement.

Motion Peters, second Klipfel to approve plans and specifications and advertise for bids the 2016 reconstruction of Walnut, Doughty and Woodburn Streets. All ayes 7-0-0.

Communication Updates

December Library fundraising summary

Pledges in December	<u>\$440.00</u>
Monies received in December	<u>\$3137.27</u>
Total pledges to date	<u>\$290,633.00</u>
Total receipts to date	<u>\$277,800.27</u>

Miscellaneous Discussion

Lake City Public Library grand opening is January 31, 2016.

New City Administrator Mark Sievert requested council members contact him to set up times to meet

Council member Schreck reported that he attended a bike trail meeting in Red Wing, and from those discussions, it was apparent to him that the trail group is looking at one or two trail heads in Lake City.

Council member Boe had a question on the EDA minutes regarding possible root beer stand.

CLG grant that was discussed during public forum, Keehn suggested that the Heritage Preservation Commission review and make a recommendation.

The Bluffs is requesting a curb cut on Oak Street be opened permanently. By consensus, the request should be reviewed by the Public Safety Board.

Informational Reports

As presented

Motion Waltman, second Boe to adjourn at 6:40 p.m. All ayes 7-0-0.

ATTEST:

Joel T. Beckman, Mayor

Kari Schreck, City Clerk