

**REGULAR MEETING
OF THE COUNCIL OF THE
CITY OF VADNAIS HEIGHTS
FEBRUARY 5, 2019**

The meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Mayor Gunderson at 7:04 p.m.

ROLL CALL

Upon roll call, the following members were present: Mayor Heidi Gunderson, Council Members: Craig Johnson, Greg Urban, Patricia Youker and Robert Morse.

The following members were absent: None.

Also present were: Kevin Watson, City Administrator; Tim Sandvik, Assistant City Administrator; Ed Leier, Fire Chief; Planning/Community Development Director Nolan Wall; Caroline Beckman, City Attorney; Jesse Farrell, Public Works Director; and Peggy Aho, Deputy City Clerk.

Everyone present stood and said the Pledge of Allegiance.

City Administrator Watson provided several announcements.

APPROVAL OF AGENDA

Council Member Urban asked that an amendment be made to the Agenda, moving Item #7F, Approve Consultant Annual Agreement with S.E.H. and the Proposed 2019 Hourly Rates, be moved to new Item #12C.

Upon motion by Urban, seconded by Youker, it was

19-02-126 “RESOLVED, that the February 5, 2019 Regular Meeting Agenda be approved as amended moving Item #7F, Approve Consultant Annual Agreement with S.E.H. and the Proposed 2019 Hourly Rates, moved to Item #12C.”

Ayes – 5 Nays – 0

The resolution was adopted.

APPROVAL OF MINUTES

A. January 22, 2019 Regular Workshop Meeting

Upon motion by Morse, seconded by Urban, it was

19-02-127 “RESOLVED, to approve the January 22, 2019 Regular Workshop Meeting Minutes, as presented.”

Ayes – 5 Nays – 0

The resolution was adopted.

B. January 22, 2019 Regular Council Meeting

Upon motion by Morse, seconded by Urban, it was

19-02-128 “RESOLVED, to approve the January 22, 2019 Regular Council Meeting Minutes, as presented.”

Ayes – 5 Nays – 0

The resolution was adopted.

APPROVAL OF CONSENT AGENDA

Upon motion by Urban, seconded by Youker, it was

19-02-129 “RESOLVED, that the Consent Agenda 7A through 7E and 7G through 7O items for the February 5, 2019 meeting be approved as follows:

- A. Approve Claims #77299 Through #77364 and Electronic Claims #1328 through #1334 for Payment
- B. Accept and Acknowledge Heritage Days Donations received through January 17, 2019
- C. Accept and Acknowledge Vadnais Heights Fire Relief Association Donation
- D. Approve a For-Profit Solicitor’s License – Renewal by Andersen Beginning February 6, 2019 Through February 5, 2020
- E. Approve a Lawful One-Day Gambling Permit for Ducks Unlimited Chapter 209
- G. Conditionally Approve Renewal of 2 a.m. Liquor License Application for Gerald, Inc. d/b/a Jimmy’s Food & Drink located at 1132 East County Road E
- H. Approve the 2019 Partnership Agreement with Northeast Youth & Family Services
- I. Approve the Amended 2019 City Council Assignments
- J. Approve a 2019 Donation to the Mounds View High School for their Senior All Night Party
- K. Approve Public Outdoor Event Permit for Midwest Multisport Races Half Fast Half 5K Marathon to be held on February 16, 2019
- L. Approve Vadnais Heights Fire Association’s Request to Expend Gambling Funds Outside the City’s Trade Area
- M. Approve Commission Appointment on the Parks/Recreation and Trails Commission
- N. Authorize Vadnais Heights Fire Department to Submit a Grant Request to the Vadnais Heights Action Community Foundation
- O. Approve Conditional Full-time Offer of Employment to Public Works/Public Service Worker II Ryan Fure”

Ayes – 5

Nays – 0

The resolution was adopted.

OPEN TO THE PUBLIC: None.

PRESENTATIONS: None.

PUBLIC HEARINGS:

A. Ordinance No. 732: City Code Amendments:

Planning/Community Development Director Wall said that there are two action items before the Council: first adoption of Ordinance 732 concerning certain amendments to the Zoning Code; and second, approval of the resolution for summary publication. Wall noted that staff have identified several issues where the old Code was not incorporated into the new Code. The proposed changes essentially correct the Code and clarifies certain amendments adopted with the new Code, as opposed to adopting new zoning policies. Wall reviewed the proposed amendments.

Mayor Gunderson noted that this Public Hearing is continued from the January 22, 2019 Council meeting. Gunderson closed the Public Hearing at 7:16 p.m.

Upon motion by Urban, seconded by Johnson, it was

19-02-130 “RESOLVED, that the Council adopts Ordinance 732 concerning certain amendments to the Zoning Code, as presented.”

Ayes – 5

Nays – 0

The resolution was adopted.

Upon motion by Urban, seconded by Johnson, it was

19-02-131 “RESOLVED, that the Council approves a Resolution Authorizing Publication of Ordinance 732 by Title and Summary, as presented.”

Ayes – 5

Nays – 0

The resolution was adopted.

OLD BUSINESS: None.

NEW BUSINESS:

A. Adopt a Resolution Supporting the Ramsey County Multi-Hazard Mitigation Plan:

Fire Chief Leier noted that the Federal Stafford Act requires local government that wish to receive disaster assistance needs to meet certain guidelines. State Statute 12 also follows the Stafford Act that requires a city to appointment an emergency manager. The City put a plan together two years ago. Goal is to do a hazard analysis of the threats to the City where the City would be overwhelmed or seek federal and state assistance from a recovery of an event. There were 48 areas of concern that we had to address. Ramsey

County is the large plan and each city in Ramsey County has their own section. When Ramsey County submitted the 2018 Plan, FEMA requested a resolution for the City to adopt by resolution this Plan.

Leier reviewed the purpose of the Mitigation Plan. He noted that it requires cities to have an outdoor warning system, and advanced warning system via the internet. The work done in the Comp Plan also fits into the Mitigation Plan. The City has also been working on a long term plan with each department contributing.

Upon motion by Johnson, seconded by Morse, it was

19-02-132 “RESOLVED that the Council adopt a Resolution Adopting the Ramsey County Multi-Hazard Mitigation Plan, as presented.”

Ayes – 5 Nays – 0

The resolution was adopted.

B. Consider Setting Tuesday, February 19, 2019 Workshop and Agenda:

City Administrator Watson noted that they plan on having United Properties talk about a potential project, negotiations on hauler refuse agreements which expire June 30, and a discussion with a software vendor regarding Polco software.

Upon motion by Urban, seconded by Youker, it was

19-02-133 “RESOLVED that the Council sets the next Workshop meeting to be held on February 19, 2019 with the agenda including: a presentation by United Properties; an update on the negotiation of the hauler refuse agreements, and a discussion on Pocol software.”

Ayes – 5 Nays – 0

The resolution was adopted.

C. Approve Consultant Annual Agreement with S.E.H. and the Proposed 2019 Hourly Rates:

Public Works Director Farrell noted that last year the City went through an RFP process to identify a consulting engineer. Through that process, S.E.H. was selected. He recommends continuing the service with them and approving an increase of 2% to their hourly rates. He noted that he is thankful for S.E.H.’s professionalism that they demonstrate and he senses that they are highly dedicated to providing good service to the City. His recommendation is to continue that relationship and approve the rate increase.

Council Member Urban noted that it was his suggestion that they put these services out for proposals last year. And, he said that the one thing that came out of this process, was that S.E.H. lowered their hourly rates. Concerned that the engineering services that have just negotiated, he is concerned that there wasn’t any oversight of the increase in cost. He asked if their proposal included a rate increase. Farrell said he is not familiar with the details of the proposal. Urban said he just wants to make sure the City is getting the best

price and that over a certain period of time this needs to get put out for proposals again to make sure we are getting the best deal.

Mayor Gunderson noted that the Council discussed policy and how often we would put things out for RFP. Gunderson noted that the range of prices in S.E.H.'s proposal seemed to be an industry standard. She noted that the City is very pleased with S.E.H. and appreciates what they have done, and she feels that the City is a priority customer. Farrell said that the City is very fortunate to have S.E.H in the community and they are highly motivated to provide good services to the City.

Upon motion by Johnson, seconded by Youker, it was

19-02-134 “RESOLVED that the Council approves the annual agreement with S.E.H. for 2019 Engineering Services and approves their 2019 Hourly Rates as proposed.”

Ayes – 5

Nays – 0

The resolution was adopted.

COUNCIL AND DEPARTMENT REPORTS

Public Works Director Farrell noted that over 3,000 water meters have been installed. He noted that Public Works Department will be out at 3 am to begin snow removal operations.

Planning/Community Development Director Wall said that the City has received comments back from the Metropolitan Council on the Draft 2040 Comprehensive Plan that the City sent to the Council on December 31, 2018 and said that the majority of the comments received are things the City can easily support. He said that staff are working on a response to the Metropolitan Council. He said that the response to the Metropolitan Council will be brought to the Council once the response from the City has been completed.

City Attorney Beckmann noted that she will not be at the February 19, 2019 meeting, but Erich Hartman will attend. She suggested that EQBB could give the Council an update at a future Workshop on prosecution.

Deputy City Clerk Aho had nothing to report.

Fire Chief Leier stated that the Fire Department has been busy, averaging four calls a day. He said that it seems that the Certificate of Occupancy program the City put in place keeps providing benefits because there has been only one instance of water pipe breakage during the cold weather.

Assistant City Administrator Sandvik noted that the Parks and Trails Commission met last week and will continue to meet bimonthly. Sandvik announced that the Heritage Days Committee meets February 12th at 7 p.m. and they are still looking for volunteers for the Committee and the event.

City Administrator Watson noted that he went to the State Capital to help support a bill regarding administrative fines. He said that currently, suburban Ramsey County municipalities only

receive 50% of the administrative fine proceeds, while the rest of the municipalities in the State receive 66%. The change could mean about \$6,000 a year to the City. He also noted that this week he will be attending a Ramsey County meeting on economic development efforts and meeting with Comcast to discuss the franchise agreement. Last week, City staff attended an Implicit Bias training and next week the Department Heads will be meeting with Council Members Morse and Youker.

Council Member Morse noted that he is a liaison on the Heritage Committee. He thanked Chief Leier for putting so much time into the Mitigation Plan. He said there is an upcoming meeting the Water Gremlin ETC emissions. He said he will be interested in following this to see what kind of implications it may have for Vadnais Heights.

Urban attended first Parks & Trails Commission meeting and learned about improvements coming to Bear Park.

Council Member Youker said that she had nothing to report.

Council Member Johnson said that he had nothing to report.

Mayor Gunderson noted that she had attended a NYFS Board meeting recently and that they are moving through their strategic planning process. They will be providing an update to the Council at a future meeting.

Council Member Morse made a motion to adjourn the meeting at 7:49 p.m. The motion was seconded by Council Member Youker. Meeting adjourned.

Respectfully submitted,

Kevin Watson, City Administrator