

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING
Thursday, June 12, 2014

The meeting was called to order by Mayor Mills at 7:00pm. Pardun, Lusher, Mowery and Willenbring present.

Citizens Present: Dorothy Deetz, Ryan Goodman, Gerry Mrosła, Mary/Larry Whitaker, Mary Skamser, Curt Moe, Jack Warren, Peter Curtis, David Denn.

Citizens Considerations ó Joanna Falkofske, manager for the Osceola Train, was in attendance to advise the Council they will be bringing in the excursion train for the July 3rd fireworks. A bus will be bringing approximately 300 people from the drop off site to downtown. The concern is the budget for this event is very tight, and there will be a need for additional security and porta potties. Dorothy Deetz noted that the Holidayø committee requested a \$200 donation to cover the security and also additional porta potties. After further discussion, Mrs. Falkofske did not think extra porta potties would be needed.

Curt Moe ó Curt Moe reported that the Minnesota Historical Society was looking for a \$2 million site preservation budget to be used at the Mill Site property, however it looks as though the budget may be closer to \$1.3 million. As part of this project, there will be trail upgrades, signage and other activities the Historical Society comes up with.

Planning Commission ó Chairman Mrosła updated the Council on the two public hearings from the May meeting. The first was for Dan Willenbring, 400 Tanglewood Lane, for a side yard setback variance. The second variance request was for Ross and Bridget Levin, 401 Judd Street, for a front yard setback variance. Originally the property owners were also looking for a Bluff Line setback variance, however after consideration withdrew their request.

Lusher moved and Mowery seconded to approve Planning Case 042914-01, for Ross and Bridget Levin for a front yard setback to expand their existing screen porch. Motion passed unanimously.

Pardun moved and Mowery seconded to approve Planning Case 14430-01, for Dan Willenbring for a side yard setback for an accessory building. Motion passed unanimously. Willebring abstained.

Village Center - Jack Warren updated the Council on the June Village Center meeting. The Task Force met with trail committee members regarding the Mill Site. The storm water ditch that was cleaned out on the trail behind the General Store is working very well. Sentence to Serve will be performing prairie restoration work along that trail also.

The Task Force would like to meet with business owners to get their input on improving the overall beautification of the Village Center. Some of these items would include signage, plantings, etc. Another topic of conversation is trash and recycling containers. The committee will be looking at factors such as more aesthetic containers, weight, number of times the

container would need to be emptied and ease of use. These proposed containers would also have a smaller top to restrict dumping of larger household items. The committee hopes to have a recommendation for the Council at the July meeting.

Committee Reports

Public Safety ó The Department's ISO rating has been lowered from 6 to a 5. This puts our Fire Department in the top 15%.

The Streetdance will be Saturday, June 21st.

Pardun moved and Lusher seconded to approve a one day liquor license for the Streetdance on Saturday, June 21st. Motion passed unanimously.

There are issues with vehicles parked at the Jackson Meadow cistern during department training sessions. Chief Denn is concerned that this will be a problem should there ever be an emergency up there and is proposing a no parking sign for the side of that building. The consensus of the Council was to move forward with the sign.

Chief Denn would like to proceed with the generator for the Fire Hall. Currently there is \$19,500 budgeted for the generator, and the department would take the remaining \$5000 from either the equipment reserve fund or fundraising dollars. The consensus of the Council was to move forward.

Pardun and Chief Denn are working on behalf of the Department to host an information workshop on Advanced Care Planning. This workshop will be held at the Village Hall on July 16th at 6:00pm.

Roads - Ryan Goodman presented the monthly engineering report. The gravel project is complete on West Maher and Old Guslander.

As part of the County Road 4 project, Ryan suggested the City form a project management team to work with the County on the project plans. Willenbring noted that as part of the meeting with the County engineer, it was discussed that the County's project design plan will come before the Council in early 2015. The City will be billed for its share of the project after its completion, which will give the City more time to come up with the funds. The County will also be looking for a decision on stormwater, so the City should consider bringing in MnDOT to address this issue. Willenbring and Mary Vogel would like to start meeting with Adam Josephson of MnDOT again to discuss these issues.

Personnel/Building Inspector - As part of the Short/Long term disability discussion, Pardun began reviewing other aspects of the personnel handbook. One discrepancy in the handbook is there is no direction of what to do with accrued PTO overages. Currently 3 of the 4 employees are over the allowed amount of PTO accrual. Pardun is proposing an amendment to set the accrued vacation limit at 300 hours, and any vacation accrued and not used will be forfeited. One

reason there is an overage of PTO is because currently the City does not offer short or long term disability, and employees are banking enough PTO to cover any disability issues that may arise. Pardun would like to see the City provide both of these disability insurances to the employees. The short term disability would be \$976 per year and the long term disability would be just over \$700 per year. The proposal would be to increase each employees health insurance amount on their paycheck by the amount of the individual premium for short term disability. Willenbring would like the handbook amendment to also include a statement that the City will provide short and long term disability. Pardun also advised the Council that by the end of 2014, Clerk Peterson will be over 500 hours of accrued PTO. His suggestion is to pay down the PTO accrual time to leave 236 hours. This would be a total of \$12,058.64 paid in two installments, the first in July and the second in February of 2015. Willenbring questioned whether the City would want to suspend the accrual of PTO time once the employee hits 300 hours to avoid having an excess in the event an employee leaves the City. This would prevent the City from having to pay that overage amount. The consensus of the Council was to allow the employee to continue to accumulate time, and if they were to leave then the City would pay them for time earned. The Council did encourage the staff to take their vacation time throughout the year however. In order to allow the employees to use down their current hours, they will have until December 31st of 2015 before any hours will be forfeited.

Willenbring moved and Lusher seconded to amend the employee handbook to cap the vacation accrual rate at 300 hours and that anything accrued and not used beyond 300 hours by December 31st will be forfeited beginning December 31, 2015. Motion passed unanimously.

Pardun moved and Willenbring seconded to approve the one time vacation payout for Lynette Peterson of 386 hours in the amount of \$12,058.64 to be paid in two payments, the first in July and the second in February of 2015. Motion passed unanimously.

Willenbring moved and Mowery seconded to approve long and short term disability benefits to eligible employees amend the personnel handbook to state that the City will provide short and long term disability insurance. Motion passed unanimously.

Animal Control ó Pardun spoke with the animal control officer regarding the picking up of dogs, and her concern with living in a small town and how certain situations with picking up dogs can be uncomfortable. Pardun is proposing the City pay the animal control officer to patrol the town 5 hours during the week looking for loose dogs or dogs not on a leash and write tickets for people not in compliance. The amendment to the contract would list a cost or fine payable to the City if a dog is caught. Mowery believes it is important that the City have an animal control officer, not an animal patrol officer and is not in favor of the proposal. Mowery believes the contract needs to be re-worded because currently it is contradictory and restrictive to what animal control can do. Mowery believes these issues should be re-addressed in November when the contract is up for renewal. Willenbring questioned how the City can make the residents change their behavior. Pardun stated that more residents have discussed their concern with this issue with him than other issue. Mowery noted that this topic spikes every two or three years,

and the Council has tried to reign in the person who is responsible for the animal control. The issue then mellows for a while, then spikes again. Mowery would like to see the City's public works department handle the animal calls during the day and Washington County Sheriff's Department after hours, and would like to see this option discussed at the time of the current contract renewal.

Weed Ordinance ó Pardun noted that the City has received complaints regarding properties not being maintained, and will be talking to these property owners who are in violation of the weed ordinance prior to sending an abatement letter.

Recreation ó Clerk Peterson spoke with a representative from Northern Lighters Pyrotechnics regarding new safety regulations for the fireworks display. New laws are being proposed that would increase the distance of the shoot location from anything buildings, structures, etc from 350 feet to 500 feet. This would potentially eliminate any location within the Village Center District. For this year, the Scoop will need to refrain from any sales during the actual shooting of the fireworks and the above ground fuel tanks at the Marine Garage will need to be covered with canvas tarps. The Council will need to discuss if there is another potential location within the City if these new regulations pass.

Trail Map ó Mowery has drafted a letter detailing the new trail map which will be mailed along with a copy of the map, to all residents next week. Mowery is also very upset that the Public works department has found new trails that have been cut in the Hollow property without City permission.

Finance ó No report.

Hall/Restoration - No Report.

Cemetery ó No Report.

MarLa - No report.

Stormwater/Watershed ó Willebring was contacted by Jim Shaver requesting the City prioritize any issues they would like to see addressed by the Watershed. Some examples are a stormwater management plan, dredging of the Mill pond and County Rd 4 stormwater. The Watershed also has \$12,000 set aside for Marine for projects that will go away at the end of the year if it is not used. Mayor Mills is upset that all the Watershed District seems to do is study potential projects, but nothing ever seems to get done. Pardun would like to see something done on the Berkey Street water issue. Ryan Goodman also suggested using that money to do a pavement removal project.

Wastewater and Water Systems ó Jason Crotty reported he will be doing a field day with Washington County and other units of government to get more information out to these organizations on land applying.

Discussion was held on a time line for relocating the wastewater panel on Third Street. Willenbring would like to see it moved this year.

Consent Calendar ó *Willebring moved and Pardun seconded to approve the Minutes of 5/8/14, Treasurers Report of 5/14, List of Bills for 6/12/14, Zoning Administrators Report, Public Works Maintenance Report and Planning Commission Minutes. Motion passed unanimously.*

Old/New Business ó *Lusher moved and Pardun seconded to not waive the tort liability. Motion passed unanimously.*

Clerk Peterson has applied for and received a recycling grant through Washington County in the amount of \$1500.

Long/Short Term Goals ó

Mayor Notes/Clerk's Report ó Willenbring noted that there is a conference in St. Cloud on September 29th and 30th.

Lusher questioned whether Marine would be interested in becoming a green step City. More information will be presented at the July meeting.

Adjournment ó *Willebring moved and Pardun seconded to adjourn at 9:25p.m. Motion passed unanimously.*

Minutes taken by Lynette Peterson, City Clerk