

CITY OF MARINE ON ST. CROIX CITY COUNCIL MEETING

Thursday, April 9, 2020

The meeting was called to order by Mayor Mills at 7:00pm. Anderson, Roden, Miller, Pardun and Mills present.

Citizens Present: Ryan Goodman, Jason Crotty, Peter Foster, Leslie McKenzie, Jennifer Henry, Marcia C, Gerry Mrosla, Kristina Smitten, Jim Maher, John Goodfellow, Kay Hempel, Anne Reich, Dorothy Deetz

Approval of Agenda – Miller moved and Anderson seconded to accept the agenda as presented. Motion passed unanimously by roll call vote.

Citizen Considerations – None.

Marla – Roden read the monthly report by Jim Maher: The library remains closed for an indefinite period of time, definitely through May 4, which is when the current stay-at-home order ends. The library has moved some programming online, including a Wildflower Talk and Poetry Crawl. It has a new program, River Radio, which is broadcast live on Saturdays at 11 am via Zoom, hosted by Gayle Knutson and Jim Maher.

Planning Commission – Chair Mrosla reported that the commission’s March meeting was cancelled due to Covid-19. In addition, the morning of April 9, the commission held a special meeting to postpone the public hearing for the Short-Term Rental Ordinance, previously set for April 28, until further notice. Commissioners continue to work on projects as committees. After meeting with the city attorney in March, the STR committee is finalizing a draft of the ordinance. The Cell Tower committee is gathering information in preparation for a commission-wide discussion regarding a potential tower. The chair was unsure whether the April meeting would be held via Zoom.

Councilmember Anderson thanked commissioners Smitten, Sanderson and Spisak for their interest in meeting with the Infrastructure Committee and doing their due diligence.

*Miller moved and Anderson seconded to accept Ordinance 154, extending the moratorium on short-term rentals an additional 60 days due to emergency, to protect the planning process and the health, safety and welfare of city residents.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

The council suggested holding the public hearing in June or July so that it could come before council in August for approval.

Public Safety – Anderson reviewed the fire chief’s report. Chief Malmgren is attending weekly meetings with Washington County Emergency Management, and making sure the city is aligned in its public response. Marine Fire & Rescue is following protocols relevant to Covid-19, and the chief is tracking costs relate to Covid-19. They are continuing inspections of equipment and emergency vehicles and have adequate personal protective equipment (PPE). Fire & Rescue’s annual appreciation dinner has been cancelled. The noon siren has been reprogrammed and is sounding again at noon. The annual Fireman’s Streetdance has also been cancelled due to the uncertainty of the Covid-19 issue.

Miller commended Chief Malmgren for all he is doing to keep people safe in Marine.

Roads – Ryan Goodman reported that plans for Village Center roadwork are at a standstill. MnDOT’s Cultural Resources Unit began a review of project plans March 31<sup>st</sup>. MnDOT will take the lead on the State Historic Preservation Office (SHPO) review in an effort to streamline. An archaeological dig is likely in late April or early May. The city plans are done, other than revisions from DNR or historic review. Watershed plans are close.

Conversation continues about Washington County’s bicycle and pedestrian plan. A third meeting was held virtually on March 25. The planning consultant presented an updated Future Network map and a method for prioritizing future projects.

Personnel - Pardun said that Marine residents have been doing a good job of distancing when they interact with city staff. However, tourists and others continue to come into the city office. Starting Monday, April 13, the city staff will post a notice that the Village Hall is closed. However, the door will be open to receive UPS and FedEx. Residents can still call, email, and use the drop box. The assistant clerk plans to work from home Tuesday through Thursday, and come in on Friday, 8 - noon. The clerk will be in the office Monday through Thursday. Public Works will continue work as usual.

Parks & Rec – Miller announced that Jackson Meadow was awarded a grant from the DNR for land restoration. The city is a partner, but is not obligated to match any funds.

Kristina Smitten noted that getting the grant was a pleasant surprise. The grant covers half city property and half Jackson Meadow Neighborhood Association property. It’s a 2.5-year grant that will start in earnest in fall. This summer they will seek bids for restoration work and a contractor to oversee the work. Matching funds and volunteer time are required of Jackson Meadow. The neighborhood association could potentially send \$1,250 to the city to reimburse for Clerk Peterson’s time working on the project. An agreement will be signed by Jackson Meadow Neighborhood Association and the City.

Miller expressed appreciation for Smitten’s work in securing the grant.

Millsite – No Report.

Urban Forest – Leslie MacKenzie reported that Arbor Day activities are being rescheduled to the end of June. A small group will move the trees from the MacKenzie/Foster residence to the gravel bed.

*Miller moved and Anderson seconded to approve the Proclamation to declare April 24, 2020, Arbor Day in Marine on St. Croix.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

Cemetery – Mills noted that Public Works are doing spring cleanup at the cemetery. Other than that, all is quiet.

Water Systems- The council discussed the city's wastewater system at a March workshop, reported Pardun. The council plans to have a public meeting about the system once people are able to gather again, possibly July, and will send letters inviting those who might be affected. Currently, the city has 199 equivalent residential units. Of those, 189 connect to the system; 10 are individual units that the city maintains. It's operated through an enterprise fund, so only people using the system pay into it.

About a year ago the city asked the engineer to examine the system. After doing so, the engineer's recommendation was to increase the capacity to move more clear liquid. Solids do not go through the lift stations.

The system is operating at about maximum capacity. By upgrading, Marine could add 45 units to system. Currently there are four addresses that have paid into the system but aren't connected. In three of those cases, the city pays for their current system and it is feasible to attach the piping now, as technologies have been developed to drill under the road without tearing the road up. Beyond that, 13 systems are on the frontage along the pipe. The council feels it's possible to get those properties on the system over time. Four more individual systems are not on frontage line but close enough that it wouldn't be overly expensive to hook them up.

In January, 2021, Public Works will begin to inspect homes for infiltration and inflow (I & I) issues. The council will offer details in the fall newsletter, and the city can post a sign-up form online. The council hopes to set up a November meeting regarding I&I.

City Properties – Miller announced that the charter school group has submitted its affidavit with the Minnesota Office of Charter Authorizing (MOChA). The deadline to submit to the Minnesota Department of Education is May 1<sup>st</sup>. The group is working toward opening in September 2021.

Holidays/Events – Planning for summer events has been difficult, said Roden, given the uncertainty about when people will be able to gather in large groups again.

Anderson added that the Holiday Committee will still do preliminary planning for July Fourth, and start looking at ways to generate revenue for Fire Relief fund.

EDA – No Report

Citizen Committee Reports

Green Step Cities – Leslie MacKenzie said that Green Steps did not meet last month, but plans to meet in April.

Communications Infrastructure –Anderson reported that he and the assistant clerk have been working with GovOffice on upgrading the website. They are getting close to a design, then will move onto content and possibly have a development site within the next month.

Regarding the cell tower: Members of the Communications Infrastructure Committee met with planning commissioners Smitten, Spisak, and Sanderson to discuss the potential tower as it relates to city planning. Anderson said the commission is doing its due diligence, and he looks forward to working with them over the next month. Additionally, Patti Ray of the Scandia City Council reached out regarding future wireless connectivity through the tower.

Consent Calendar – *Miller moved and Pardun seconded to approve the Minutes of 3/12/20, Treasurer's Report of 3/20, List of Bills for 4/9/20, Zoning Administrators Report None, Public Works Maintenance Report and Planning Commission Minutes.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

Old/New Business –

Washington County is looking for partners to join its weed management plan, per Public Works Lead Crotty. It is not mandatory. Council will review the proposed memorandum of understanding in the coming month.

Comment via chat: From John Goodfellow to Everyone: (07:39 PM)

Buckthorn is an invasive species. Suggest MoSC join and assign to Forest Advisory Committee.

From Charlie Anderson to Everyone: (07:42 PM)

yep. I agree. we have until next month. I will dig into this.

Three resolutions were proposed based on recommendations from the city's new auditor. Miller noted that they are protections for the city and staff. All three were reviewed by the city attorney.

*Miller moved and Roden seconded to approve Resolution No 040920-01, A Resolution Establishing a Credit Card Use Policy for the City of Marine on St. Croix.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

*Anderson moved and Pardun seconded to approve Resolution No 040920-02, A Resolution Establishing a Travel Policy for the City of Marine on St. Croix Per Minnesota State Statute 471.661 and 471.665.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

*Pardun moved and Roden seconded to approve Resolution No 040920-03, A Resolution of the City of Marine on St. Croix Approving the Delegation of Authority for Paying Claims.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

Long and Short Term Goals – No Change

Mayor Notes/Clerk's Report – No Report

Adjournment - *Anderson moved and Roden seconded to adjourn at 7:44pm.*

*Roll call vote.*

*Anderson - Aye*

*Pardun - Aye*

*Miller - Aye*

*Roden - Aye*

*Mills - Aye*

*Motion passed unanimously.*

Minutes taken by Suzanne Dammann, Assistant City Clerk