

**REGULAR MEETING
OF THE COUNCIL OF THE
CITY OF VADNAIS HEIGHTS
JANUARY 2, 2018**

The regular meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Mayor Fletcher at 7:00 p.m.

ROLL CALL

Upon roll call, the following members were present: Mayor Bob Fletcher, Councilmembers: Craig Johnson, Heidi Gunderson, and Terry Nyblom.

The following member was absent: Councilmember Greg Urban.

Also present were: Kevin Watson, City Administrator; Kathy Keefe, Assistant City Administrator; Mark Graham, City Engineer; Nolan Wall, Planning/Community Development Director; Bob Sundberg, Finance Director; Ed Leier, Fire Chief; Caroline Bell Beckman, City Attorney; and Jeff Melcoch, Cable Producer.

Everyone present stood and said the Pledge of Allegiance.

City Administrator Watson provided several announcements.

Mayor Fletcher clarified that Christmas tree pick up day will be Thursday, January 4 due to the New Year's Day holiday.

APPROVAL OF AGENDA

Councilmember Johnson suggested that due to the routine nature Items 12.A. 1-7 should be considered under the Consent Agenda.

Mayor Fletcher and Nyblom said they would prefer that Item 12.A.2 remain as a representative from the *Vadnais Heights Press* was expected to attend. Nyblom wanted to comment on the item.

Upon motion by Johnson, seconded by Nyblom, it was

18-01-01 “RESOLVED, that the agenda for the January 2, 2018, Council Meeting be approved as amended, moving Items 12.A. 1, 3-7 under the Consent Agenda.”

Ayes – 4

Nays – 0

The resolution was adopted.

APPROVAL OF MINUTES

A. December 19, 2017, Regular Meeting

Upon motion by Nyblom, seconded by Johnson, it was

18-01-02 “RESOLVED, to approve the December 19, 2017, Regular Meeting Minutes as corrected on Page 10 to read: “**Kris John**, tenant and liquor license holder....”

Ayes – 4 Nays – 0

The resolution was adopted.

APPROVAL OF CONSENT AGENDA

Upon motion by Nyblom, seconded by Gunderson, it was

18-01-03 “RESOLVED, that the Consent Agenda items for the January 2, 2018, meeting be approved as follows:

- A. Approve Claims #75536 through #75578, and Electronic Claims #1171 through #1174 for payment.
- B. Approve Lawful Gambling Permit for Oak Hill Montessori for March 3, 2018.
- C. Approve 2018 Contract for Services with Northeast Youth and Family Services.
- D. Approve Extending 2018 Animal Impound Services Agreement with Hillcrest Animal Hospital through February 28, 2018.
- E. Approve 2018 White Bear Area Chamber of Commerce Contract for Services.
- F. Approve 2018 Contract with Landform Professional Services, LLC for Consulting Planning Services.
- G. Approve Contract with Erickson, Bell, Beckman & Quinn, P.A. for Legal Services for 2018.
- H. Approve Maintenance Contract with Schadegg Mechanical for North Service Center.
- I. Approve Commission Reappointments and Resignations to the Parks/Recreation and Trails Commission and Planning Commission.
- J. Approve Agency Agreement with MNDOT for Acceptance of Federal Aid Funds.

- K. Approve Appointment of Regular Paid-Per-Call/Duty Crew Firefighter Josh Montgomery Effective December 1, 2017.”
- L. 2018 Annual Designations:
 - 1. Council Assignments
 - 3. Designation of Official Depositories and Investment Solutions
 - 4. Elected Official Out-of-State Travel Policy
 - 5. Accept Statutory Limits for Insurance Coverage
 - 6. Designate Mayor and City Administrator as Designated Signatories for City in 2018
 - 7. Consider Reappointment of Jim Dustin as the City’s Representative on Ramsey-Washington Cable Commission for 2018

Ayes – 4

Nays – 0

The resolution was adopted.

OPEN TO THE PUBLIC

No one wished to speak.

PRESENTATIONS

None.

PUBLIC HEARINGS

None.

OLD BUSINESS

A. Franchise Fee Policy Consideration

City Administrator Watson provided an overview of the recommended final franchise fees and said Council was asked to approve the proposed ordinances imposing said franchise fees on utility providers of electric and gas within the City. He noted the City Council held two public hearings in 2017 to receive feedback from the community.

Mayor Fletcher clarified that staff recommendation was to implement the promoted option. Mr. Watson agreed, adding the amount of revenue generated from the promoted option would be just under \$300,000.

Mayor Fletcher said he would prefer to take less from the businesses but after review with Councilmember Nyblom who felt we should take less from residents he will support the promoted option over earlier proposals.

Councilmember Nyblom said we need to implement the promoted option because that is what the residents were told would occur.

Upon motion by Nyblom, seconded by Johnson, it was

18-01-04 “RESOLVED, to approve the following franchise fees using the promoted option as presented by staff.”

Councilmember Nyblom said he would like to see a separate capital fund created for the franchise fees to be used for street maintenance.

City Attorney Caroline Bell Beckman clarified that City street maintenance includes repair and construction and that this language should be included at the end of each motion for adoption of the ordinances.

Ayes – 4 Nays – 0

The resolution was adopted.

Mayor Fletcher complimented the Council on creating a solution to maintain City streets and said while everyone may not like all portions this option places the City on better, long-term financial standing and thanked Councilmember Nyblom for always watching out for City residents.

Upon motion by Nyblom, seconded by Gunderson, it was

18-01-05 “RESOLVED, to adopt Ordinance No. 716 Granting to Northern States Power Company, a Minnesota Corporation, its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Vadnais Heights, Minnesota an Electric Distribution System and Transmission Lines, including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Grounds and Public Ways of the City for Such Purposes for the maintenance, repair and construction of City streets.”

Ayes – 4 Nays – 0

The ordinance was adopted.

Upon motion by Nyblom, seconded by Johnson, it was

18-01-06 “RESOLVED, to approve the attached Resolution for Summary Publication of Ordinance 716.”

Ayes – 4 Nays – 0

The resolution was adopted.

Upon motion by Nyblom, seconded by Johnson, it was

18-01-07 “RESOLVED, to adopt Ordinance No. 717 Granting to Connexus Energy, a Minnesota Corporation, its Successors and Assigns, Permission to Construct, Operate, Repair and Maintain in the City of Vadnais Heights, Minnesota an Electric Distribution System and Transmission Lines, including Necessary Poles, Lines, Fixtures and Appurtenances, for the Furnishing of Electric Energy to the City, its Inhabitants, and Others, and to Use the Public Grounds and Public Ways of the City for Such Purposes for the maintenance, repair and construction of City streets.”

Ayes – 4 Nays – 0

The ordinance was adopted.

Upon motion by Nyblom, seconded by Gunderson, it was

18-01-08 “RESOLVED, to approve the attached Resolution for Summary Publication of Ordinance 717.”

Ayes – 4 Nays – 0

The resolution was adopted.

Upon motion by Nyblom, seconded by Johnson, it was

18-01-09 “RESOLVED, to adopt Ordinance No. 718 Granting to Northern States Power Company, a Minnesota Corporation, its Successors and Assigns, Permission to Erect a Gas Distribution System for the Purposes on Constructing, Operating, Repairing and Maintaining in the City of Vadnais Heights, Minnesota, the Necessary Gas Pipes, Mains and Appurtenances for the Transmission or Distribution of Gas to the City and its Inhabitants, and Others and Transmitting Gas into and through the City and to Use the Public Grounds and Public Ways of the City for Such Purposes for the maintenance, repair and construction of City streets.”

Ayes – 4 Nays – 0

The ordinance was adopted.

Upon motion by Nyblom, seconded by Gunderson, it was

18-01-10 “RESOLVED, to approve the attached Resolution for Summary
Publication of Ordinance 718.”

Ayes – 4 Nays – 0

The resolution was adopted.

Upon motion by Johnson, seconded by Gunderson, it was

18-01-11 “RESOLVED, to adopt Ordinance No. 719 Implementing an Electric
Service Franchisee Fee on Northern States Power Company, a Minnesota
Corporation, its Successors and Assigns, for Providing Electric Service
within the City of Vadnais Heights for the maintenance, repair and
construction of City streets.”

Ayes – 4 Nays – 0

The ordinance was adopted.

Upon motion by Johnson, seconded by Nyblom, it was

18-01-12 “RESOLVED, to approve the attached Resolution for Summary of
Publication of Ordinance 719.”

Ayes – 4 Nays – 0

The resolution was adopted.

Upon motion by Gunderson, seconded by Nyblom, it was

18-01-13 “RESOLVED, to adopt Ordinance No. 720 Implementing an Electric
Service Franchisee Fee on Connexus Energy, a Minnesota Corporation, its
Successors and Assigns, for Providing Electric Service within the City of
Vadnais Heights for the maintenance, repair and construction of City
streets.”

Ayes – 4 Nays – 0

The ordinance was adopted.

Upon motion by Gunderson, seconded by Nyblom, it was

18-01-14 “RESOLVED, to approve the attached Resolution for Summary of
Publication of Ordinance 720.”

Ayes – 4

Nays – 0

The resolution was adopted.

Upon motion by Gunderson, seconded by Nyblom, it was

18-01-15 “RESOLVED, to adopt Ordinance No. 721 Implementing an Electric Service Franchisee Fee on Northern States Power Company, a Minnesota Corporation, its Successors and Assigns, for Providing Gas Service within the City of Vadnais Heights for the maintenance, repair and construction of City streets.”

Ayes – 4

Nays – 0

The ordinance was adopted.

Upon motion by Gunderson, seconded by Nyblom, it was

18-01-16 “RESOLVED, to approve the attached Resolution for Summary of Publication of Ordinance 721.”

Ayes – 4

Nays – 0

The resolution was adopted.

Mayor Fletcher said these actions will place the City on stable financial footing in terms of taxes and reserves.

City Administrator Watson thanked Collette Jurek from Xcel and Ling Becker with the business community for guiding the City through the process.

B. Approval of Case 17-024: Consider Adoption of Ordinance No. 715 Concerning Chapters 5 and 6 of the Zoning Code.

Planning/Community Development Director Wall provided an overview of the proposed amendments to Chapters 5 and 6 of the City Code concerning definitions and zoning administration. He said the City discussed the proposed ordinance with the intent to change public hearing procedures to streamline the process for applicants while not eliminating the public’s opportunity to address the City Council on zoning and land use matters.

Mayor Fletcher requested including review in January 2019 to ensure the new process is working.

Upon motion by Gunderson, seconded by Nyblom, it was

18-01-17 “RESOLVED, to adopt Ordinance No. 715 Amending Chapters 5 and 6 of the Zoning Code, Concerning Definitions and Zoning Administration with review of process in January 2019.”

Ayes – 4 Nays – 0

The ordinance was adopted.

Upon motion by Gunderson, seconded by Johnson, it was

18-01-18 “RESOLVED, to approve the attached Resolution for Summary of Publication of Ordinance 15.”

Ayes – 4 Nays – 0

The resolution was adopted.

NEW BUSINESS

A. 2018 Annual Designations:

1. ~~Council Assignments~~
3. ~~Designation of Official Depositories and Investment Institutions~~
4. ~~Elected Official Out-of-State Travel Policy~~
5. ~~Accept Statutory Limits for Insurance Coverage~~
6. ~~Designate Mayor and City Administrator as Designated Signatories for City in 2018~~
7. ~~Consider Reappointment of Jim Dustin as the City’s Representative on Ramsey-Washington Counties Cable Commission for 2018~~

ACTED UPON UNDER THE CONSENT AGENDA

2. Designation of Official Newspaper

City Administrator Watson said staff was recommending designating the *Vadnais Heights Press* as the City’s official newspaper for 2018.

Councilmember Nyblom expressed concerns regarding recent lack of City news in the *Vadnais Heights Press* and said he would like to see more coverage of City Council meetings and other events.

Mayor Fletcher said while at times that is acceptable he agreed he would like to see more coverage. He noted he had invited the reporter to attend workshops and would mention Council’s concerns. He clarified this action would designate the *Vadnais Heights Press* as the City’s official newspaper for legal notices.

Upon motion by Nyblom, seconded by Johnson, it was

18-01-19 “RESOLVED, designating the *Vadnais Heights Press* as the City’s official newspaper for 2018.”

Ayes – 4 Nays – 0

The resolution was adopted.

B. Consider Ordinance Adopting the 2018 Fee Schedule

City Administrator Watson said staff is asking the Council to adopt an ordinance adopting the 2018 fee schedule for general fees, building fees, community development fees, park fees, utility fees, and Vadnais Heights Commons fees.

Councilmember Johnson inquired if staff was recommending fee increases. Finance Director Bob Sundberg said the proposed increase was approximately 2%.

Councilmember Nyblom said he would prefer to leave fees the same as 2017. Mr. Watson referred to the upcoming Council discussion regarding water meters and that fees will likely need to increase.

Mayor Fletcher suggested tabling adoption of the 2018 Fee Schedule until the January 16 Council meeting in order to discuss the impact of water meters on the fee schedule.

C. Consider Setting January 16, 2018, Workshop and Agenda

City Administrator Watson suggested the January 16 workshop agenda include: Rice Street Bridge, water meters, residential zoning district, Comprehensive Plan including the parks and trails elements for Council approval.

Upon motion by Nyblom, seconded by Johnson, it was

18-01-21 “RESOLVED, to set a workshop meeting for January 16, 2018, at 4:30 p.m. with Agenda to include Rice Street Bridge, water meters, residential zoning district, Comprehensive Plan including the parks and trails elements.”

Ayes – 4

Nays – 0

The resolution was adopted.

COUNCIL AND DEPARTMENT REPORTS

Fire Chief Leier said there have been no issues due to the cold weather but that staff has been busy with vehicle accidents and staff with the flu.

Assistant City Administrator Keefe clarified that Christmas trees will be picked up by separate trucks on January 4 and 10 and must be unbagged and free of ornaments.

Finance Director Sundberg had no report.

City Administrator Watson shared that the City recently received the Government Finance Officers Association Award for Excellence for the City’s budget and CAFR statement and said he was proud of the high-quality document and complimented Mr. Sundberg and his team on their work.

City Engineer Graham reported that ditch cleaning would be occurring on the south side of County Road F west of The Commons. He updated the Council on the RFP process for engineering services, sanitary sewer lining project bids, snowplow truck replacement approval at an upcoming Council meeting rather than workshop review first and that skating rinks are currently open.

Planning/Community Development Director Wall had no report.

City Attorney Beckman Bell thanked the Council for the reappointment and wished everyone a Happy New Year.

Councilmember Gunderson had no report.

Councilmember Nyblom had no report.

Councilmember Johnson had no report.

City Administrator Watson said he will be meeting next week to review the lake lawsuit with the DNR and surrounding communities that will have impacts to the permit and invited the Council to the City of New Brighton’s training for officer-involved shootings.

Mayor Fletcher wished everyone a Happy New Year.

Upon motion by Nyblom, the meeting was adjourned at 7:37 p.m.

Respectfully submitted,

Kevin P. Watson, City Administrator

ATTEST:

Bob Fletcher, Mayor