

**Sandstone City Council Meeting Minutes
October 3, 2018**

CALL TO ORDER: 6:00 p.m.

ROLL CALL: Kester, Franklin, Spartz and Devlin

Members absent: Palmer

Staff present: Administrator George and Recording Secretary Nelson

Others present: Oliver Dykstra

PLEDGE OF ALLEGIANCE:

Council, guests and staff recite pledge of allegiance.

ADDITIONS OR CORRECTIONS TO THE AGENDA:

Motion Devlin, second Franklin to approve the agenda with the addition of a request to move the City's Morgan Stanley Government account to RBC Wealth Management banking. Motion carried 4-0.

PETITIONS OR COMPLAINTS BY RESIDENTS AND/OR COUNCIL MEMBERS:

There was a question as to why the Quarry Days banners are still up. There were some calls regarding barking dogs and a neighbor building a garage not addressing storm water issues. There was a call asking for the flags to be at half-staff.

SPECIAL ITEMS OF BUSINESS:

CONSENT AGENDA:

Motion Franklin, second Spartz to approve the following Consent Agenda items:

- **Approval of Regular Meeting Minutes from September 5, 2018**
- **Temporary Liquor License issued to the City for Oktoberfest.**

Motion carried 4-0.

REPORTS:

Sheriff's Deputy Report

The Sheriff's Deputy reports were included in the packet for the Council.

Fire Department

The Administrator reviewed the calls the Fire Department received during the month.

Fire Department Relief Association – September 6, 2018 meeting minutes were provided.

The Relief Association discussed the necessary paperwork to enable ratification of its by-laws as well as a retirement payout that will need to begin soon.

Library Report

The Library had 1,529 patrons and answered 385 reference questions during the month of September. The nature photographer Steve Manuum did a Nature Photography workshop for 42 people who came from as far away as Princeton, Rush City and Pine City. Anna Reyenfores, a special story teller from Sweden, kicked off the regular Story Time season with the story of the Three Bill Goats Gruff in song and dance to 51 children. The Library staff and volunteers are getting ready for the Friends of the Library silent auction on October 25.

Sandstone History and Art Center – Annual Meeting

Those attending the annual meeting discussed accomplishments of 2018 and what they would like to achieve going forward. The Flower and Garden Club has been their focus for the past year. They replaced the carpeting and there were carpentry projects that have helped display and store items more effectively. They will be closing down for the year in October but are planning on having the Christmas Open House as they have done in the past. There is a water leak around the skylight in the roof and efforts are being made to find someone who can repair it.

Planning Commission Meeting – September 12, 2018

Ordinance 20181003-01 Amending Chapter V, Section 517 Regarding Towers and Antennas

Ordinance 20181003-02 Approving Summary Publication

During the process of updating the City's Zoning Code, Commissioners started looking at Section 517 regarding the regulations of towers and antennas. They asked the City Attorney to look into revisions and updates to this Section. The proposed amendments have been posted on the City's bulletin board and also on the City's website in accordance with Minnesota Statutes 415.19. This is a recent law change that requires cities to post the text of any new or amended ordinances at least 10 days before a final vote by the Council. The Planning Commission has reviewed the amendments and recommends the City Council adopt them.

Motion Devlin, second Kester to approve Ordinance 20181003-01 amending Section 517 regarding Towers and Antennas and Ordinance 20181003-02 approving the summary publication. Motion carried 4-0.

Park & Rec Commission Meeting – September 14, 2018

The Legacy Grant Application was submitted. The Commission has been considering how to improve Pine Avenue. The timber harvest has been completed and the City should receive about \$19,100. That money will go to the Park Fund and may possibly be used to improve/maintain Pine Avenue. There is a large rusty turbine from the dam along the road that the Council would like to have disposed of.

Banning State Park Youth Hunt

Banning State Park is planning their annual Youth Hunt event for October 27th and 28th. Park Manager Payne explained that they have six hunters signed up. Each will be paired with a licensed adult. They each provide the coordinates for where their stands will be. The hunters do not roam around the area, but hunt from their designated stands. The hunt takes place on the east side of Kettle River, a portion of which is located within City limits. Payne is asking the City to waive ordinances 935.05 (firearms) and 945 (use of firearms) to allow for this event. The Park & Rec Commission recommends approval of the request.

Motion Devlin, second Franklin to approve waiving ordinances 935.05 and 945 and allowing for the Youth Hunt at Banning State Park on October 27 and 28. Motion carried 4-0.

Special Event Permit Application – Voyageurs Area Council - BCA

The City received a Special Event Permit Application from the Voyageurs Area Council of the Boy Scouts of America. They plan to hold a Family Fun Day in Robinson Park on October 13th. They estimate 50 attendees. Activities include archery, BB Guns, crafts, picnic, and field games.

Typically, these requests would go to the Park & Rec Commission first; however, the request came in after the last Park meeting.

Motion Franklin, second Devlin to approve the Voyageurs Area Council special event permit to hold a Family Fun Day in Robinson Park on October 13th with the following conditions:

- **Fires are only allowed in fire pits, as follows:**
 - **1 existing fire ring across from the bathroom by the picnic pavilion**
 - **3 existing fire rings in the camping areas**
- **Cutting of trees for firewood is not allowed;**
- **Designate an area for vehicle parking, with signage;**
- **Portage only to camp sites – no vehicles;**
- **Safety Lanes are set up so that people cannot wander down range of the shooting;**
- **The Sheriff's Department should be made aware of the event.**

Motion carried 4-0.

Rental Inspection Report – September

There are 149 parcel IDs on the 2019 mailing list. There are 44 parcels that have been inspected to date and 14 were not in compliance. Letters have gone out and should be back by October 8. There was a discussion regarding why the 2019 fees are due in October 2018. If a property owner refuses to register their property, they will be in violation of the ordinance and will be issued a citation. One thing on the September report is the formation of a 5-member Building Appeals Board per ordinance Section 440.21. Previously the City approved two people to serve on the Board; a tenant and a landlord. Council Member Palmer is on the board; therefore, two additional members are needed.

Motion Kester, second Franklin to appoint Devlin and Administrator George to the Building Appeals Board. Motion passed 4-0.

Building Inspection Report – September

The building department has issued 11 permits during the third quarter making a total of 22 permits to date. The total construction value for all building permits issued this year is \$3,166,474.35. The total building permit fees collected to date is \$26,932.05.

PeopleService Report – August 2018

During the month, they jetted over 4,000 feet of sewer main. They are cleaning between one quarter and one third of the city every year.

Financial Reports

The Council reviewed the Cash Balance, Revenue & Expenditure Report and the A/P Clerk Claims – September, 2018.

Motion Franklin, second Devlin to approve the financial reports and pay claims. Motion passed 4-0.

PUBLIC HEARING: None

OLD & CONTINUING BUSINESS: None

NEW BUSINESS:

Mayor's Term

The Mayor and Administrator have been discussing the length of the Mayor's term. It is a 2-year term but the Council Members have 4-year terms. In checking with other cities of all sizes, staff has found that 40 of them have 4-year terms for Mayor and 15 have 2-year terms. Several of these are considering changing to 4-year terms.

One of the reasons for changing to a 4-year term would be to provide more stability to the Council. It also would require the same commitment for someone who wanted to run for Mayor as for someone who wanted to run for Council.

If the City Council is interested in making this change, staff could prepare the proper ordinance for consideration at the November 7th Council Meeting. If the change is made, the current Mayoral term of 2-years would not change until the 2020 election cycle. Council Members stated support, but would like to take some time to see what property owners might think.

Motion Kester, second Devlin to consider changing the Major's term from a 2 to a 4-year term in January. Motion carried 4-0.

Ordinance No. 20181003-03 Repealing and Amending Chapter IX, Section 946, Amending Section 945.11 Regarding Bow and Arrow Hunts: Deer Reduction

The City Council has been discussing the Deer Reduction Program that was established in 2002. In previous meetings, Council Members decided that they are in favor of making some amendments to City Code to eliminate the Deer Reduction Program and allow bow and arrow hunting on private property of 10 acres or more with the owner's permission.

The City Attorney made revisions to Chapter 946 (Bow and Arrow Hunts; Deer Reduction) as requested. An amendment to Chapter 945 (Use of Firearms), Section 945.11, was also required. Council Members questioned the setbacks that were included in the revised ordinance. One of the Council Members suggested a perusal of the DNR guidelines.

Motion Devlin, second Spartz to table the discussion regarding Bow and Arrow Hunts/Deer Reduction until more information can be acquired. Motion carried 4-0.

Ordinance No. 20181003-05 Rescinding Chapter IX, Section 935: Gun Control

While the Administrator was looking at ordinances regarding hunting, she also looked at 935 (Gun Control). She questioned whether or not the City needs to have this Ordinance in its Code. After checking with the City Attorney, the Administrator was informed that the Minnesota Statutes regarding carrying and transporting of firearms effectively negate City Ordinance Sections 935.05-935-09 and 934.03.

Motion Devlin, second Franklin to approve Ordinance No. 20181003-05 rescinding Chapter IX, Section 935: Gun Control. Motion carried 4-0.

Ordinance No. 20181003-06 Rescinding Chapter IX, Section 940: Civil Disorder

The Administrator also reviewed Section 940: Civil Disorder. In reviewing this section, she questioned whether or not it was relevant and thought perhaps it should be repealed. In checking with the City Attorney, she was told that Section 940 is on par with codes in other cities; however, these were larger cities such as Los Angeles and Chicago). The Attorney noted the option of adopting a more comprehensive emergency management plan.

Motion Spartz, second Devlin to approve Ordinance No. 20181003-06 Rescinding Chapter IX, Section 940: Civil Disorder. Motion carried 4-0.

Charging for Fire Calls

Mayor Spartz asked for this item to be placed on the Agenda for discussion. Previously, the Council discussed the practice of charging for Fire Calls on I-35 and had indicated a desire to discuss it further in the future. There was discussion regarding the fairness of billing those people whose auto incident may seem minor. The current position is that the City bills for every fire call except for medical assist, mutual aid and the first false alarm call. The Council requested the Administrator gather information from other communities as to their billing practices. Devlin and Oliver Dykstra volunteered to meet with the Administrator to discuss billing for fire calls as well. Devlin would also like one additional firefighter to be involved.

Moving Morgan Stanley Government Account

The City has been with Morgan Stanley Financial Institution for 15 years. Morgan Stanley has decided to exit the government entity business and will no longer be able to service the City's account. The City's financial advisor has moved to RBC Wealth Management. RBC Wealth Management is a primary reporting dealer in US Government Securities to the Federal Reserve. The City will be working with the same personal contacts that it has for the past 15 years. Finance Officer Newey recommends switching to RBC Wealth Management.

Motion Franklin, second Kester to approve moving the City's Morgan Stanley account to RBC Wealth Management. Motion carried 4-0.

WRITTEN NOTICES AND COMMUNICATIONS:

The quarterly Local Government Officials Meeting is on October 30th at the Pine County Courthouse. East Central Energy is hosting a Regional Economic Development meeting on October 31st in Braham.

ADMINISTRATOR'S REPORT: The Administrator reported on the following items.

- Dronen Case Update
A settlement has been reached
- Tax-Forfeited Properties
Asbestos testing was conducted; reports have been received
Getting quote for removing the asbestos
Four trees were removed from 329 Minnesota Ave for \$1,500
- MN Power – Meeting scheduled for October 6 at 10:00 a.m. to discuss the security camera project
- Water Main Loop Project
Estimated project cost is \$977,140
Scored in “fundable range” on the MN Dept. of Health Drinking Water Revolving Loan Fund (DWRF)
Intended Use Plan (IUP)
Need to apply for a loan by June 30, 2019
- Johnson Park
Pavilion is being repaired

- Small Cities Development Program (SCDP)
Residential Target Area has been expanded, 82 letters have been sent out
October 11 – Nine Appointments have been made
Commercial Target Area cannot be expanded
- Fire Hall Repairs
Met with engineers from LHB on September 25
Planning to place insulation for the office/kitchen area on the outside of the building
Looking at options for the exterior siding/façade
Concrete block repair and re-coating the surface planned for the exterior of apparatus bay
The Administrator showed the Council **very** preliminary plans that LHB presented
- Municipal Clerks Advanced Academy – September 20-21
Capital Improvement Planning
Asset Inventory
Financing Options/Mechanisms
- Community Service Officer Concept
Initial meeting held September 17
Meeting with Sheriff Nelson and County Attorney Frederickson set for October 16
- Soup Kitchen/Community Meal
Moving forward by creating a Non-Profit Corporation
The Administrator volunteered to serve as Treasurer
- Oktoberfest – October 6 – Train Park
11 a.m. – 5 p.m.
Lots of fun activities
Plan to attend – invite friends
- Craige Hiler
Started Monday as the Streets & Parks Supervisor and is working out great.

ADJOURN

Motion Franklin, second Kester to adjourn at 7:28 p.m. Motion carried 4-0.

Peter Spartz, Mayor

Kathy George, Administrator