

COUNCIL MEETING: December 21, 2022

CALL TO ORDER: 7:00PM

MEMBERS PRESENT: Mayor Kerry Taylor, Council Robert Smestad Jr., Terrill Anderson, Tom Schufman, Carolyn Brooks

MEMBERS ABSENT:

STAFF PRESENT: Administrator/Clerk/Treasurer Brenda Fisk

ADOPT MINUTES:

Motion made by Mayor Taylor and seconded by Brooks to approve the 12/07/2022 Council meeting minutes. All aye 5/0

REQUEST FROM FIRE CHIEF ERIC ANDERSON TO HOLD THE ANNUAL FIRE RELIEF ASSOC. EVENT AT THE FIRE STATION AND SERVE LIQUOR ON 1/28/2023:

Adm/Clk/Trs reported the incident from three years ago was researched where the City Attorney recommended the city not allow alcohol at the fire station. The League of MN Cities city insurance policy does include the serving of alcohol coverage under the current policy, it does not include coverage when alcohol is sold.

Adm/Clk/Trs has asked the Fire Chief to submit a list of events annually at the beginning of the year where council could consider one motion covering four or five events a year when serving of alcohol at the fire station is allowed.

Motion made by Mayor Taylor and seconded by Brooks to approve Fire Relief request to serve liquor at their 1/28/2023 banquet. Aye 3/1 Nay Smestad. Abstained: Schufman

CORRESPONDENCE/REPORTS/COMMISSION MINUTES:

YEAR 2023 FIRE CONTRACT FINAL COST ESTIMATE: FYI

FIRE DEPARTMENT 2022 PAYROLL: FYI

STEINER PARK POND SAMPLING RESULTS AS CONDUCTED BY INTERTEK-PSI (\$3,675): FYI

WE CAN DECISION TO END THE OUTREACH PROGRAM HELD IN THE COMMUNITY ROOM DUE TO LACK OF USAGE. FYI

PLANNING COMMISSION 12-13-2022 DRAFT MINUTES:

Requests Planning Commission to review during park tour where Christmas decorations or lights can be placed in the city.

Sign Permit Application – Indigo Signs for St. Boni Apartments located at 4075 Tower Street:

Adm/Clk/Trs reported the application was completed revealing the sign to be located 10ft back from the street. City code allows a sign to be placed no closer than 10 feet from the property line. The back of curb is set 15 feet from the property line therefore a motion should include the language of the sign cannot be located closer than 25 feet from the back of the curb.

Motion made by Schufman and seconded by Anderson to approve sign for 4075 Tower Street for the St. Boni Apartments contingent on the change from 10' from the property line to 25' back from the curb. All Aye 5/0

BUSINESS ITEMS:

PARK/PLANNING COMMISSION 2-YEAR REAPPOINTMENT:

Motion made by Anderson and seconded by Brooks to reappoint Fred Keller to the Planning Commission. All Aye 5/0

PROSECUTING ATTORNEY KENNETH POTTS 2023 CONTRACT:

Motion made by Mayor Taylor and seconded by Brooks to approve Prosecuting Attorney Kenneth Potts contract for 2023. All Aye 5/0

RESOLUTION 2022-39; A RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH CITY OF ST. BONIFACIUS ON BEHALF OF ITS PROSECUTING ATTORNEY AND POLICE DEPARTMENT SERVICE AS PROVIDED BY THE CITY OF MINNETRISTA:

Agenda item was researched and found to be a renewal of a 2017 agreement. Fees in the agreement are the responsibility of the prosecuting attorney.

Motion made by Mayor Taylor and seconded by Smestad approving the state of Mn Joint Powers agreements. Resolution 2022-39; a resolution approving State of Minnesota Joint Powers agreements with City of St. Bonifacius on behalf of its prosecuting attorney and police department service as provided by the City of Minnetrista. All Aye 5/0

AMENDED TAX LEVY RESOLUTION 2022-40 AND 2023 BUDGET BY CHANGES PROVIDED IN ADM/CLK/TRS/ MEMO DATED 12/13/2022:

Memo included no increase in the levy approved on 12/7/22; however, moving around of dollars to account for the police department building debt fee mistakenly not included by the Adm/Clk/Trs and an increase in the proposed police budget as received 12/12/22.

Motion made by Mayor Taylor and seconded by Brooks to approve amended tax levy Resolution 2022-40; as amended, adopting a final tax levy for the City of St. Bonifacius for collection in 2023 and 2023 budget changes provided in memo dated 12/13/2022. All Aye 5/0

| | LEVY |
|---|----------------|
| (100) GENERAL FUND | 69,447 |
| (301) 2013 STREET RECONSTRUCTION BOND | 58,000 |
| (303) 2013 G.O. STREET IMPROVEMENT BOND | 68,000 |
| (307) 2008 G.O. STREET IMPROVEMENT BOND | 121,000 |
| (401) HIGHLAND ROAD MINNETRISTA BOND | 25,000 |
| (402) CITY DECORATIONS | 100 |
| (403) CITY LANDSCAPING | 100 |
| (404) PARK IMPROVEMENT FUND | 100 |
| (405) PARKS CAPITAL OUTLAY FUND | 12,500 |
| (406) PUBLIC WORKS CAPITAL OUTLAY FUND | 54,500 |
| (407) CITY OFFICE CAPITAL OUTLAY FUND | 1,000 |
| (501) FIRE SERVICE FUND | 96,571 |
| (502) PARKS/PUBLIC WORKS FUND | 190,489 |
| (503) FIRE RELIEF FUND | 8,820 |
| (507) PUBLIC SAFETY FUND | 168,088 |
| TOTAL LEVY | 873,715 |

TRANSFER FUND #502 PARKS/PUBLIC WORKS END OF YEAR BALANCE TO FUND #406 PUBLIC WORKS CAPITAL OUTLAY:

Consensus to leave the \$25,000 excess funds in the Parks/Public Works operating fund.

RESOLUTION 2022-41; A RESOLUTION RECEIVING THE FEASIBILITY STUDY & CALLING FOR THE HEARING FOR THE 2023 STREET & UTILITY IMPROVEMENTS PROJECT:

Adm/Clk/Trs reported research finding the three properties along Glacier Road which have double frontage on Maplewood Road were assessed 100% in 2002. Policy is to assess double frontage properties 50/50.

Directed staff to request that Bolton and Menk remove the three double frontage properties from the assessment roll and have an estimate for installing a sidewalk on Spruce Road to align with Minnetrista's sidewalk. LMCC will be available to record meeting in the community room.

Motion made by Mayor Taylor and seconded by Schufman to approve Resolution 2022-41; a resolution receiving the feasibility study & calling for the hearing for the 2023 Street & Utility Improvements project for January 25th at 7:00 pm. All Aye 5/0

ADM/CLK/TRS REQUEST FOR HER TO WORK FROM HOME ON SNOW/ICE CONDITION DAYS WHEN WACONIA SCHOOL DISTRICT IS CLOSED CONTINGENT ON THE CITY OFFICE REMAINING OPEN:

Approved.

RESOLUTION 2022-42; PAYMENT OF BILLS:

Motion made by Mayor Taylor and seconded by Anderson to pay our bills. All Aye 5/0

RESOLUTION 2022-43; A RESOLUTION DESIGNATING AN ELECTION POLLING PLACE LOCATION OF 8535 KENNEDY MEMORIAL DRIVE FOR THE 2023 ELECTION YEAR:

Motion made by Brooks and seconded by Schufman to approve Resolution 2022-43 designating an election polling place location of 8535 Kennedy Memorial Drive for the 2023 election year. All Aye 5/0

RESOLUTION 2022-44; 2023 FEE SCHEDULE:

Increases discussed:

Item #4 Park Use:

- o Missile Park Ballfield use increase each practice to \$40.00 and each game to \$75.00
- o Townsedge Ballfield use increase each practice to \$30.00 and each game to \$40.00
- o No fee for the following teams: change 3rd bullet from Teams in a St. Boni contract to Crown College. City will consider placing all teams in a contract/lease via application for insurance purposes as recommended by the insurance agent.
- o Light usage \$10.00 per hour fee at Boniface field – delete

Item #6 Water/Sewer/Stormwater billing monthly rates:

- o Increase the water, sewer, and storm water rates by 9% as recommended in the 2021 engineers rate study.

City Planner to research park dedication fees.

Motion made by Mayor Taylor and seconded by Brooks to approve Resolution 2022-44 the 2023 Fee Schedule with the changes noted. All Aye 5/0

BOLTON & MENK WRITTEN REPORT REGARDING WATER TREATMENT PLANT SECURITY SYSTEM QUOTES:

Motion made by Mayor Taylor and seconded by Schufman to approve the recommendation to hire Killmer Electrical Company for \$13,875 for the electrical work at the Water Treatment Facility. Aye 4/0 Abstained: Smestad

Motion made by Schufman and seconded by Anderson to approve the water treatment plant security system in the cost of \$27,752.72 from Identisys at our Water Treatment Plant. Aye 4/0 Abstained: Smestad

HIRING OF A PART-TIME SECRETARY/RECEPTIONIST AS INTERVIEWED BY THE ADMINISTRATION COMMITTEE:

Motion made by Mayor Taylor and seconded by Smestad to hire Tania Duke for the part-time Receptionist/Secretary position at \$17.50 per hour beginning January 17 of 2023. All Aye 5/0

MISSILE PARK BALLFIELD COMMITTEE 12/13/2022 MINUTES:

Committee agreed to ask for a scoreboard pledge of \$60,000 to advertise for 10 years on a 25x15 panel or \$30,000 for 8 years on 50% of the panel. A \$57,365 estimate was received for a 15'x25'x8" Daktronics LED scoreboard and accessories. \$15,000 installation estimate.

SCOREBOARD PLEDGE AGREEMENT:

Motion made by Mayor Taylor and seconded by Anderson to approve the scoreboard pledge agreement. All Aye 5/0

MISSILE PARK LAND SURVEY AS CONDUCTED BY OTTO & ASSOC.:

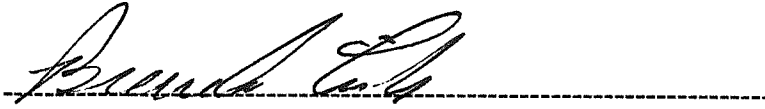
Survey shows the left field fence being on the property line with the exception of 2ft inside the property line

on the left foul line area. Scoreboard is planned to be located in this area. Committee has reviewed a lighting design showing a total of 6 light poles with one in centerfield and one in left field.

ADJOURNMENT:

Motion made by Schufman and seconded by Anderson to adjourn the meeting. All Aye 5/0
8:20 pm

ATTEST:

A handwritten signature in cursive script, appearing to read "David E. Schufman", is written over a horizontal dashed line.

Adm/Clerk/Treasurer