

COUNCIL MEETING: December 20, 2023

CALL TO ORDER: 7:00 PM

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

MEMBERS ABSENT:

STAFF PRESENT: Administrator/Clerk/Treasurer Brenda Fisk, Fire Chief Eric Anderson, City Planner Ben Wikstrom

OTHERS PRESENT: Fredrick Knaak, HBK Law; Toby Strom

ADOPT MINUTES:

Motion made by Mayor Taylor and seconded by Anderson to approve the 12/20/2023 Council meeting minutes. All aye 5/0

CITY CIVIL ATTORNEY PROPOSALS:

BERGLUND, BAUMGARTNER & GLASER, LLC –

Ronnie Santana and Kurt Glaser

- Withdrew application.

HKB LAW –

Frederic W. Knaak: Highlights as follows;

- 45 years of experience in municipal law focuses on small cities
- Knaak would attend all council meetings as he does with his current cities of Ramsey and Taylor Falls.
- Written proposal includes a monthly rate of \$1800 or a base hourly rate of \$150.00
- The proposal lists that he was a former attorney for cities of Freeport, Afton, Fridley, Lake Elmo, Maplewood, and White Bear Lake.

COUNCIL APPOINTMENT SCHEDULED FOR 1/17/2024

FIRE DEPARTMENT CHIEF ERIC ANDERSON

- **PIERCE ENFORCER PUC PUMPER BID # 1057 CHANGE ORDER – ADD \$19,492.24:**
Chief Anderson distributed pictures and described the changes of the proposed change order, explaining the changes were not known at the time of the order. As requested by the service areas and approved by the council \$13,500 of the St. Boni 2023 Public Safety Aid was placed in the Capital Outlay Fund and the St. Boni portion of the expense is already in the Capital Outlay Fund so no additional money is being requested in the budget.

Motion made by Anderson and seconded by Brooks to approve the change order for \$19,492.24 for the pumper. All aye 5/0

BOY SCOUTS CAN RECYCLING – TOBY STROM

Toby Strom introduced himself as the current scoutmaster. He stated that there has been a lot of transition with this pack with new leadership and the task of monitoring the recycling bin fell to the wayside. He did agree to have the site checked weekly and will empty the trailer when it is three-quarters full.

PARK DEDICATION FEES

City Planner Ben Wikstrom researched several communities regarding Park Dedication fees and presented his findings.

St. Bonifacius charges between \$475 and \$550 per residential unit, and \$0.03 - \$0.04 per s.f. of building in other districts

Delano charges a per-unit residential fee of \$5,054; they do not list a Commercial/Industrial park fee.

Waconia charges \$6,000 per developable acre of residential land, and \$5,000 per acre of C/I.

Rockford charges \$1,724 per residential unit (+\$50 per bedroom above one) and \$250 per acre of C/I.

Watertown charges a certain amount of land per dwelling unit (and assigns or determines a valuation of the land for a cash payment in lieu of land) or residential development, and 10% of land of C/I.

Motion made by Smestad and seconded by Brooks to increase the fee across the board to @ \$1250 at this point. Aye 2 / Nay 3 Mayor Taylor, Anderson, Ebert

Motion made by Mayor Taylor and seconded by Ebert to change the fee for single family dwelling, two-family dwelling, and townhome dwelling to \$2500 per unit; the multifamily dwelling to \$1500 per unit. Aye 3 / Nay 2 Smestad, Brooks

Motion made by Mayor Taylor and seconded by Anderson to change the Industrial, Commercial, Retail, Office Development to 10 cents per square foot for each. Aye 4 / Nay 1 Smestad

The fee only changes will not require an ordinance change, however council will continue to discuss facility park fees as Watertown does and will require a public hearing if an ordinance amendment is considered. The council will also consider charging for redeveloped areas which originally were developed when the city did not have a park dedication fee.

CORRESPONDENCE/REPORTS/COMMISSION MINUTES:

YEAR 2023 FIREFIGHTERS PAYROLL REPORT: FYI

CITY OF MINNETRISTA FINAL 2024 PUBLIC SAFETY BUDGET; ST. BONI FEE \$297,909: FYI

UNITED FARMERS COOPERATIVE (UFC) EQUITY PAYMENT OF \$123.48: FYI

LEAGUE OF MN CITIES INSURANCE TRUST (LMCIT) ANNUAL DIVIDEND \$2006.00: FYI

HENNEPIN COUNTY COST PARTICIPATION PROJECT ACCEPTANCE OF ST. BONI DRAINAGE IMPROVEMENT PROJECT (HWY 7 TO GLACIER ROAD \$289,000): FYI

MISSILE PARK BALLFIELD COMMITTEE 12/20/2023 UPDATES:

- **AREA LIGHTED BALLFIELD FEES SURVEY: FYI**

The committee reviewed survey for what other cities charged for their ballfields and ballfields with lights. The committee makes the following recommendations for the fee schedule.

- Missile Park practice fee from \$40 increase to \$75 and game fee from \$75 increase to \$100
- Missile Park evening practice fee using lights charge game fee of \$100
- Townsedge practice fee from \$30 increase to \$50 and game fee from \$40 increase to \$50
- Under “No fee for following teams” includes St. Boni Saints, St. Boni non-profits and Teams in a St. Boni Contract (Crown College) – add a tournament fee of \$150 per day
- Missile Park add tournament fee of \$300 per day
- School district at Missile Park will be \$50 if using the lights; Townsedge \$25 for practices and games
- Popup applicants (large companies for profit); recommended should pay much higher fees. Suggested to add “Corporate events subject to council for fee review” – add language to fee schedule

BUSINESS ITEMS:

NOVEMBER 2023 FINANCIAL REPORT:

Motion made by Mayor Taylor and seconded by Smestad to approve the November 2023 Financial Report. All aye 5/0

RESOLUTION 2023-42 PAYMENT OF BILLS:

Motion made by Mayor Taylor and seconded by Brooks to pay the bills with the additions. All aye 5/0

RESOLUTION 2023-43; A RESOLUTION DESIGNATING AN ELECTION POLLING PLACE LOCATION OF 8535 KENNEDY MEMORIAL DRIVE FOR THE 2024 ELECTION YEAR:

Motion made by Mayor Taylor and seconded by Smestad to approve. All aye 5/0

RESOLUTION 2023-44; 2024 FEE SCHEDULE:

Motion made by Brooks and seconded by Mayor Taylor to approve Resolution 2023-44; 2024 Fee Schedule with the agreed upon changes; adding 'or current fee at Public Safety Department', Administrative Fees – above \$50.00 raise \$5.00 all others \$2.00; Application Fees – raise 10% rounded up to nearest \$1.00 with addition of Right of Way fee for \$300.00; Liquor Alcoholic Beverages increase 10% except leave the 501C3 fees unchanged; Water/Sewer/Stormwater – increase fees 5%; Utility Hook-up charges increase 10%; Rental Dwelling fees will increase 10% and the Park Fees as discussed. Aye 4/Nay 1 Smestad

Agreed upon changes during discussion included rounding up to nearest dollar on all percentage increases. This action increased the water bill rates in excess over the 5% rate increase. Discussion and motion made earlier in meeting for the ballpark fees and park dedication fees.

PERSONNEL POLICY AMENDMENT REGARDING EARNED SICK AND SAFE TIME (ESST):

Motion made by Mayor Taylor and seconded by Anderson to approve the Personal Policy Amendment regarding Sick and Safe Time. All aye 5/0

2024 SANITATION LICENSES:

- **RANDY'S SANITATION INC./A REPUBLIC SERVICES COMPANY (11 VEHICLES):**
Motion made by Mayor Taylor and seconded by Brooks to approve. All aye 5/0
- **VEIT CONTAINER CORP (2 VEHICLES):**
Motion made by Mayor Taylor and seconded by Brooks to approve. All aye 5/0
- **WASTE MANAGEMENT (3 VEHICLES):**
Motion made by Mayor Taylor and seconded by Anderson to approve. All aye 5/0

2024 TOBACCO LICENSES:

- **Holiday Station Stores:**
Motion made by Mayor Taylor and seconded by Brooks to approve. All aye 5/0
- **KWIK TRIP:**
Motion made by Mayor Taylor and seconded by Anderson to approve. All aye 5/0
- **ST. BONI TOBACCO & VAPE:**
Motion made by Mayor Taylor and seconded by Brooks to approve. All aye 5/0

UNFINISHED/NEW BUSINESS:

3-YEAR LABOR AGREEMENT BETWEEN THE CITY OF ST. BONIFACIUS AND INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL NO. 49:

Changes from the prior contract include pay increases of 2024 6%, 2025 4.5% and 2026 4.0%

Motion made by Mayor Taylor and seconded by Brooks to approve the 3-year agreement between the City of St. Bonifacius and Local Engineers 49. All aye 5/0

2024 BUDGET/TRUTH IN TAXATION:

- **ADM/CLK/TRS BUDGET SUMMARY AND COUNCIL CONSIDERATION MEMO:**
Memo included the September proposed levy of 20% was reduced to 6.9% following the 12/6 council considerations. Also included in the memo was a consideration for a 4.2% increase from the 2023 levy by approving all three areas of wages, health ins and removing the contingency account or a 6.9% if wages, health ins and a reduction in the contingency account was approved. Mayor Taylor asked the council to consider using the 6.9% levy increase option and adding 27000 to the public works capital outlay fund resulting in a 10% levy increase. Explaining this option helps eliminate the potential of a large increase in the 2025 budget levy due to the public safety aid is a one-time aid.
- **SECRETARY/RECEPTIONIST (NON-UNION) 2024 HOURLY WAGE INCREASE PERCENTAGE:**
Motion made by Mayor Taylor and seconded by Brooks to give the 6% as given to the Union employees. All aye 5/0
- **ADMIN/CLK/TRS (NON-UNION) 2024 HOURLY WAGE INCREASE PERCENTAGE:**
Motion made by Mayor Taylor and seconded by Brooks to give the 6% as given to the Union employees. All aye 5/0

○ **2024 BUDGET:**

Motion made by Mayor Taylor and seconded by Ebert to approve the 2024 Budget with the addition of \$27,000 going into the Public Works Capital Outlay fund. Aye 3 / Nay 2 Smestad, Brooks

RESOLUTION 2023-45; A RESOLUTION ADOPTING A FINAL LEVY FOR THE CITY OF ST. BONIFACIUS FOR COLLECTION IN 2024:

(100)	GENERAL FUND	22,801
(301)	2013 STREET RECONSTRUCTION BOND	59,000
(303)	2013 G.O. STREET IMPROVEMENT BOND	69,000
(309)	2023 G.O. STREET & UTILITY IMPROVEMENTS BOND	277,672
(401)	HIGHLAND ROAD MINNETRISTA BOND	17,000
(404)	MISSILE PARK IMPROVEMENT FUND AND ABATEMENT BOND	24,109
(405)	PARKS CAPITAL OUTLAY FUND	20,000
(406)	PUBLIC WORKS CAPITAL OUTLAY FUND	61,000
(407)	CITY OFFICE CAPITAL OUTLAY FUND	3,000
(501)	FIRE SERVICE FUND	74,000
(502)	PARKS/PUBLIC WORKS FUND	247,685
(503)	FIRE RELIEF FUND	8,470
(507)	PUBLIC SAFETY FUND	77,198
TOTAL LEVY		<u>960,935</u>

Motion made by Mayor Taylor and seconded by Anderson to approve the 10% increase with \$27,000 going into the Public Works Capital Outlay for a total budget of \$960,935. Aye 3 / Nay 2 Smestad, Brooks

VERIZON REQUEST FOR REFUNDING CITY A DO NOT EXCEED AMOUNT OF \$2,000 REGARDING CITY ATTORNEY REVIEW OF ANTENNAE AGREEMENT:

Motion made by Mayor Taylor to approve the Verizon request for refunding city attorney fees do not go over \$2,000 for review of antennae agreement.

Second not received

Motion made by Brooks to deny the Verizon request for refunding city a do not exceed amount of \$2,000 regarding city attorney review of antennae agreement.

Second not received

The council agreed not to take any action on the request.

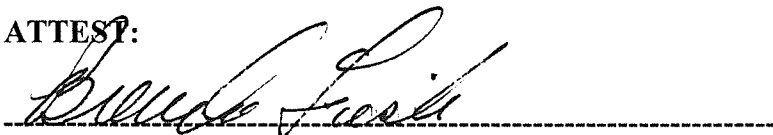
NO PARKING ON STREETS 3AM to 7AM:

Council requests that violators be ticketed without warning as this is the city ordinance.

ADJOURNMENT:

Motion made by Mayor Taylor and seconded by Smestad to adjourn the meeting. All aye 5/0
9:30 pm

ATTEST:



Brenda Fisk, Adm/Clerk/Treasurer