

The Council Meeting was called to order at 7:00 by Mayor Michael Egelston at the Community Meeting Room, 100 Village Center Drive, Suite 150, City of North Oaks, Minnesota. Present were Mayor Mike Egelston and Councilmembers Marty Long, Katy Ross, Gregg Nelson and Rick Kingston. City Administrator Michael Robertson, City Attorney David Magnuson, Recording Secretary Linda Hanson and Videographer Maureen Anderson were present.

Pledge of Allegiance

Approval of Agenda

Councilmember Nelson moved to approve the agenda. The motion was seconded by Councilmember Ross and passed unanimously.

Citizen Comments

None

Consent Agenda

1. Minutes of the Regular Council Meeting of January 14, 2016 for approval
2. Minutes of the Natural Resource Commission of January 21, 2016 for approval
3. Minutes of the Regular Planning Commission Meeting of January 28, 2016 for approval
4. Approval of St. Odelia Gambling Permit at North Oaks Golf Club
5. Approval of City Engineering Agreement with Sambatek, Inc.
6. Approval of Joint Powers Agreement of Voting Systems
7. Licenses for Approval:
8. **Mechanical Contractors:** Anderson's Residential Heating & A/C; Center Point Energy; Heating and Cooling Two; KB Service Co.; North Suburban Plumbing, Inc; Standard Heating & Air Conditioning, Inc.
9. **Arborists:** Central MN Tree Service; Pioneer Tree & Landscape Inc.
10. **General Contractors:** (
11. **Sewer/Water Installation:** Noah Acquisitions DBA Benjamin Franklin Plumbing; Siteworx Excavating LLC
12. Claims for Approval: Check numbers 011713-011747

Councilmember Ross made the motion to approve the Consent Agenda with a second from Councilmember Kingston. The motion carried unanimously.

Petitions, Requests, & Communications

1. **Resolution 1312: A Resolution Honoring Bob Parrott for his Service to North Oaks**
Bob Parrott, retiring at the end of February, has been the Community Service Officer for the past five years. He has contributed to the Community in a number of ways including driving down all City streets thousands of times, keeping a look out for school children, flipping recycling signs, picking up illegal signs, and watching over vacant properties.

Councilmember Nelson with a second from Councilmember Kingston made the motion to approve Resolution 1312 honoring CSO Bob Parrott for his service to North Oaks. The motion carried unanimously.

Bob Parrott thanked the Council and stated that he originally committed to a two year contract, but stayed five. He stated that he most will miss the people of North Oaks. Bob's supervisor Deputy Kevin Otto was present and praised Bob for his work. Councilmembers all had kind words to say about the job he has done for the City.

Unfinished Business

1. Planning Commission Vacancy

With the retirement of Chair Campbell from the Planning Commission, a vacancy was left on the Commission. Councilmember Ross explained that good candidates came forward, but the recommendation was to appoint Paul Lesieur. Mr. Lesieur has been a resident of North Oaks for a number of years, knows the permitting process well, and is active in some of the issues currently facing North Oaks.

With a motion from Councilmember Ross and a second from Councilmember Kingston to approve the appointment of Paul Lesieur to the Planning Commission and with unanimous approval, Mr. Lesieur will join the Planning Commission this month.

2. New Police Officer Update

Mayor Egelston noted that most residents who have contacted him preferred hiring a Ramsey County deputy to replace the Community Service Officer. With the newer developments around the peripheral of the City it appears to be needed at this time. Currently Ramsey County is looking into Union requirements, but is hopeful a deputy can be assigned in June.

Administrator Robertson said that he had met with the Sheriff's Department about what could be done for police protection between March and the time the new officer starts. Ramsey County could offer additional hours to current officers as overtime pay. The cost would be \$70 an hour with a four hour minimum. While on duty, the interim officers would follow the job description prepared for the new officer position. The interim officers might be able to stagger their hours and days so there would not be a set schedule. The funds for this would be taken from the City's budget reserve. City Administrator Robertson asked the Council how many days and hours would they want an officer present.

Councilmember Nelson made the motion to approve hiring temporary Ramsey County officers to cover five days a week, four hours a day, with days and shifts to vary. The motion was seconded by Councilmember Ross and was approved unanimously.

3. Tick Task Force Update

Dr. Brooke Moore, resident and Chair of the Tick Borne Disease Task Force, addressed the Council to review the work being done by the Tick Task Force. She explained that they are using a multi-tier approach to address the issue. They have reviewed current research and are surveying the Community to try to get an accurate number of incidences in North Oaks. There does appear to be more incidences in the City compared to the surrounding communities due to the type of forests found in the City. Greater deer management was initially the number one priority just due to the timing of

when the Task Force began. The second priority is monitoring what is taking place and the third is to do more education.

NOHOA representatives are also on the task force and they are looking into how they might be able to maintain the trails in a way to reduce the tick population. Dr. Moore encouraged all residents to complete the survey. Contact NOHOA for the web address or stop in the City office for a hard copy if not computer inclined. So far almost 600 households have responded with over 80% very concerned about the issue.

Mayor Egelston thanked Dr. Moore for heading up the Committee and liked the multi-tier approach to deal with the issue. Councilmember Kingston who also serves on the committee stated that this is a national issue, but the number of incidences is increasing. He stated it is a preventable disease, but it needs to be taken seriously.

4. Deer Management Update

Administrator Robertson said that so far the number of deer removed is greater than all taken last year. Traps are being moved around to increase the chances of getting a greater number. The company hired would like to do another fly-over to see where the deer appear to locate. The date chosen is February 22, 2016 weather permitting. The cost is \$1250 to do this.

**Councilmember Long made the motion to approve a second fly-over.
Councilmember Kingston seconded the motion and it carried unanimously.**

New Business

1. Approve Revised Zoning Ordinance for Non-Conforming Uses

Administrator Robertson explained that changes have been made in State laws governing non-conforming buildings and uses. Because of this the City needed to revise its ordinances to comply with the new State laws. City Attorney Magnuson stated that this new legislation increases the rights of the property owner and allows more rehabilitation of non-conforming buildings.

Councilmember Nelson made the motion with a second from Councilmember Ross to approve the revised Zoning Ordinance for Non-Conforming Uses to bring the Ordinance into alignment with the State Statutes. The motion carried unanimously.

2. Request for 4 way Stop Sign at Monarch Way and Crescent Lane

Mayor Egelston reported that the City received a request from several Rapp Farm residents for additional stop signs to be installed at Monarch Way and Crescent Lane which would then become a four way stop. This intersection is close to a play area. Administrator Robertson said this intersection was discussed in 2014 and the City Engineer recommended a 2 way stop. Council agreed to install two signs and to see how well it worked.

Mayor Egelston stated this is a simple fix if it saves one child's life. A permanent sign cannot be installed until spring, but a temporary sign could go in now. Administrator Robertson will discuss this with Mel's Service.

Councilmember Nelson moved to approve installing two stop signs at Monarch Way making this a four way stop at Monarch Way and Crescent Lane. Councilmember Kingston seconded the motion which passed unanimously.

Councilmember Reports

Councilmember Katy Ross

Councilmember Ross spent time with Planning Commissioner Kara Ries working on a draft of a Rental Ordinance. The draft has been reviewed by the Planning Commission and the draft can be found on the City webpage. Ms. Ross encouraged residents to read it and give feedback. A Public Hearing will take place at the next Planning Commission meeting on February 25th, 2016. Letters were sent to homes that are currently rented or vacant asking for feedback.

Councilmember Ross attended the Lake Johanna Fire Department Board Meeting. They have plans to close one fire station located in Arden Hills. Their pension plan seems to be doing fine at this time. Calls to North Oaks appear to be going up with many calls to Waverly Gardens and the commercial mall. The fire station is now staffed 24/7. Administrator Robertson is going to invite the Fire Chief to come to a Council Meeting in the near future to give an overview of what is taking place.

Councilmember Ross also attended the Maintenance Building Committee meeting. They are looking at what kind of remodel and addition will be needed to handle the additional growth seen in North Oaks. They will meet again in the next few weeks.

Councilmember Ross also went with CSO Bob Parrott on a drive through of the City. She found it very interesting and noted that Mr. Parrott is very methodical on how he plans his route each day.

Councilmember Marty Long

Councilmember Long met with the Rapp Farm Homeowner's Association. They have concerns about the longer response time for emergency vehicles due to their location. They would like to see more police presence.

Councilmember Long reported that they did not meet this month and has asked Councilmember Nelson to attend the next meeting on February 24, 2016 if possible.

NRC is working on a Best Practice Document for Water Resource Conservation. Councilmember Long explained that he has some concerns that some of the efforts of the NRC are or may be duplicated by NOHOA.

Councilmember Long thanked the editor of the North Oaks News, Dick Leonard for the work he is doing and he especially liked seeing the police report.

Councilmember Rick Kingston

Councilmember Kingston wanted to remind the public that the Tick Task Force meets on February 16, 2016 and will be looking at the survey results.

The North Oaks Heritage and Architectural Preservation Project (NOHAP) has identified 25-30 homes in the City that have architectural significance. He would like to see these homes showcased on the City website. Also, showcasing some of the renovations done in North Oaks might be of interest to residents. The Home Improvement Fair may also be a place where homes could be showcased.

Councilmember Kingston wants the City to keep up on the road maintenance issue and keeping the roads clear of brush and trees that block the view. He would like the Council to consider enhancing the enforcement of Operation Clearview. He also suggested that maybe this is an issue that should be integrated with the Architectural Supervisory Committee.

Mayor Egelston suggested that NOHAP consider an article for the paper and local magazine. He also stated that NOHAP would be included in the process of determining the fate of the Gate House.

Councilmember Gregg Nelson

The Finance Committee met that past Monday and discussed the success of the deer program and the proposed Rental Ordinance.

Councilmember Nelson gave a quick update on the Century Link rollout. Currently about 40% of the homes in North Oaks could be served and they are working towards getting more wires installed. It is their intent to offer a competitive product to Comcast. Century Link has been very easy to work with at this time.

The Cable Commission has been negotiating with Comcast on a new franchise agreement. Comcast has taken their case to court where their requests have been turned down. Comcast has also been turned down on their efforts to depose Councilmembers. Should any Councilmember be contacted by Comcast they should refer them to Councilmember Nelson.

Mayor Michael Egelston

Mayor Egelston reported that he attended the Tick Task Force meeting which he feels is dealing with a serious issue in North Oaks.

Mayor Egelston met with Ramsey County Commissioner Huffman on road issues. County Road J will have right turn lanes installed into Rapp Farms this spring and is scheduled to be resurfaced in 2017. Centerville Road will be resurfaced in 2016. The County is also looking at adding athletic fields west of County Road J.

Mayor Egelston and Administrator Robertson attended a meeting with the League of MN Cities. North Oaks businesses passed the tobacco check with 100% compliance. The Deer

Management program that was formally the responsibility of Tom Watson is now being done by the City. He has heard from a number of residents who are happy with the new Hodgson sidewalk. He has also heard of a number of concerns about privacy in the neighborhoods on the periphery of the City. The new officer will spend more time in these areas.

The North Oaks Golf Club will be presenting to the Council at the next meeting their plan on road use. They will be identifying where they need to cross the roads and are working on reducing the amount of time on the roads. They have reminded their staff about going slower and being more cautious on the roads. An Ordinance change is needed to accommodate the use of roads by the Golf Club.

Administrative Report

1. IPAD Information

Administrator Robertson said that the Council had asked him to check on using IPADS for Council packets. He said a number of communities are using some kind of electronic notepad for this. Most use City owned units rather than personal ones because they are discoverable in a lawsuit. The Mayor would like to see documents sent electronically to cut down on the amount of paper used for each Council meeting and updates could be given quicker. A keyboard and WIFI access was suggested. Robertson was directed to provide cost and equipment options.

2. February Ramsey County League of Government Event

The Ramsey County League of Governments is having their annual event at the end of the month.

3. City Web Site

Robertson stated that the new City website is now live. It should be easier for people to find information and it's easier for staff to update the site and make changes. The City also has a Facebook page as well. The City is now also taking credit cards, but a small fee is required for this service.

The date for the Bonfire Dance is scheduled for June 4, 2016.

City Attorney Reports

City Attorney Magnuson spoke with the MN League of Cities in regards to the City taking over the utilities from North Oaks Company. The City would need easements on private roads to take care of the utilities. Mr. Magnuson is waiting for more information from the League.

Councilmember Marty Long wanted the public to know that the United States Department of Agriculture has been hired to shoot deer in the City to lower the deer population. They will be using well marked trucks and are very professional.

Miscellaneous

Next Natural Resource Commission Meeting February 18, 2016 @ 7:00 pm in the Community Meeting Room

Next Regularly Scheduled Planning Commission Meeting and Public Hearing on the Rental Ordinance Thursday, February 25, 2016 @ 7:00 pm in the Community Meeting Room

Next Regularly Scheduled Council Meeting March 10, 2016 @ 7:00 pm in the Community Meeting Room

Adjournment

On motion duly made by Councilmember Long, seconded by Councilmember Ross and carried unanimously, the meeting was adjourned at 8:36 pm.

Attest:

Respectfully Submitted

Mayor Michael Egelston

Linda M. Hanson
Recording Secretary