

The Council Meeting was called to order at 7:01 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, Rick Kingston and Gregg Nelson. City Administrator Michael Robertson, City Attorney David Magnuson, Recording Secretary Kathy Laur, City Engineer Mike Kuno, City Forester Mark Rehder and Videographer Maureen Anderson were present.

Absent: Councilmember Katy Ross

Pledge of Allegiance

Approval of Agenda

Councilmember Long moved to approve the Agenda. The motion was seconded by Councilmember Kingston and passed unanimously.

Truth in Taxation Public Hearing

Mayor Egelston opened the hearing at 7:01 p.m. Administrator Robertson reviewed the tax levy options. A preliminary tax increase of 4% was approved in September. Since then the budget has been further refined and options ranging from a 4% increase to a 1% decrease were provided. There are no major City expenses anticipated in the next year. Paul Lesieur of 31 East Pleasant Lake Road commented that he thought 2% was a reasonable increase.

Hearing no further comments Mayor Egelston asked for a motion to close the meeting **Councilmember Nelson made a motion to close the meeting. The motion was seconded by Councilmember Kingston and passed unanimously.**

Citizen Comments

There were no citizen comments

Consent Agenda

1. Minutes of the Regular Council Meeting of November 10, 2016 for approval
2. Minutes of the Natural Resource Commission of November 17, 2016 for approval
3. Licenses for Approval:
 - Mechanical Contractors Plumbing & Heating:** Assured Comfort Heating & AC; Elander Mechanical; Corval Constructors, Inc; Walter Mechanical, Inc.
 - Arborists:** Birch Tree Care; The Davey Tree Expert Company; Langer's Tree LLC, Shorewood Tree Service, LLC
 - Sewer/Water Installation:**
 - Liquor Licenses:** North Oaks Golf Club, Panino's North Oaks Hospitality/Tria Restaurant & Bar, Winestreet Spirits, Suishin Restaurant, Inc., Taste of Scandinavia
 - Tobacco License:** Walgreens
4. Claims for Approval: 012084 - 012119

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

Petitions, Requests, & Communication

1. Mayor Egelston presented Paul Lesieur the Certified Master Inspector Award. Lesieur is the head of NOHOA's ASC and a member of the Planning Commission.
2. Retirement of Building Official Greg Schmit – Mayor Egelston noted that after 21 years of service to the City of North Oaks Greg Schmit has retired. Schmit is well known by contractors all over the metro as being a fair and reasonable inspector. He was presented with a plaque of appreciation.
3. Public Hearing-Municipal Separate Storm Sewer Systems (MS4) Report – City Engineer Kuno said that State law requires the city to hold a yearly public hearing when our MS4 permit is renewed. No comments were made by citizens.

Councilmember Long made the motion to close the public hearing with a second from Councilmember Nelson. The motion carried unanimously.

4. Deputy Mike Burrell Report

In the Raven Road and Blue Jay Lane area of town five different houses had mail stolen. Two women were caught stealing mail. Both women had long histories of crime and there were warrants out for their arrest. Both women are in prison now. Deputy Burrell recommended to get a secured mailbox and to pick up your mail every night. These thefts occurred on a Sunday and residents hadn't taken their mail out of their mailboxes. Since this happened there has been other mail thefts reported.

Deputy Burrell took a report from a woman that went to Panera on County Road E. From the time that the woman got up to get her food and return to the table three credit cards had been stolen from her purse. The thief had gone over to Target and spent \$5000 on prepaid Visa gift cards.

He recommended that people need to be wearing reflective vests or clothing when out running or walking in the dark.

Traffic – due to the recent snow a driver on North Oaks Road skidded and drove over someone's lawn. Speed was a factor. A sign was hit and damaged as well due to slippery roads, snow and speed. The excess traffic on Willow Road seems to have subsided. There is a lot more traffic on West Pleasant Lake Road. A reminder that the speed limit in North Oaks is 30mph.

On Sunday, December 4, the new North Oaks squad car arrived. It says Ramsey County Sheriff Serving North Oaks.

5. City Forester Mark Rehder-Year End Report

Rehder gave a recap of 2016 forestry in North Oaks.

- a. Oak Wilt and Dutch Elm disease are down and no emerald ash borer (EAB) has been detected.

- b. 215 trees in 2015 were cut down and only 134 in 2016 were taken down due to Oak Wilt. Rehder is happy the numbers are down. Dutch elm disease is down about the same as Oak Wilt. EAB has not been detected in North Oaks but it has been found in adjacent communities. The best thing for people to do is be vigilant. Woodpeckers are great at finding EAB. If you see “flecking” on the trees by woodpeckers make the City Forester aware. NOHOA has done a lot of removal of Ash trees as a preemptive strike and to spread removal costs across a number of years.
- c. There is an arborist workshop going on next week December 15, 2016 to get arborists licensed for 2017 in North Oaks.
- d. Rehder attended the new resident social in October to talk about tree health with new residents of North Oaks.
- e. Brush pickup was successful. They got a lot of buckthorn out of the woods. He hopes to see brush pickup continued in the future.
- f. A lot of work was done on the shoreline. VLAWMO has grants for that. The City Forester’s role is to be supportive of the residents. Any shoreline work needs to have a permit and needs to be approved before it is done.

Unfinished Business

1. NOHOA Easement Agreement

Administrator Robertson said that NOHOA has not provided any additional information and this item should be carried over to a future meeting. City Attorney Magnuson said that based on his opinion, the North Oaks Company has the ability to grant easements to the City and doesn’t need NOHOA’s permission.

He also noted has received enough information from North Oaks Company that he feels their easement agreement for sewer and water utilities can be approved. City Engineer Kuno said he still needs information from White Bear Town on the sewer and water maintenance they have done. He also needs a few as-built plans. He has received all of the necessary O&M manuals.

Councilmember Nelson made a motion to accept the easement agreement with North Oaks Company. The motion was seconded by Councilmember Kingston and passed unanimously.

New Business

1. Approve Resolution 1323 Setting Tax Levy for Pay 2017

Councilmember Nelson made a motion to approve a 2% tax increase. The motion was seconded by Councilmember Long and passed unanimously.

2. Approve 2017 Budget

Administrator Robertson reviewed the proposed 2017 budget. The majority of the increase is due to cost increases for police and fire services. He noted that North Oaks shares these services with multiple adjacent cities who share in the costs.

Councilmember Long made a motion to approve the 2017 Budget. The motion was seconded by Councilmember Nelson and passed unanimously

3. Council Chambers Cable Upgrade Costs

Administrator Robertson sought a cost estimate from North Suburban Cable to upgrade the City's cable equipment to handle someone attending a meeting remotely. The cost estimate was \$7,500-\$12,000, not including labor. Council was in agreement they didn't want to spend this kind of money to make a remote meeting possible. Robertson said he knew that part of the cost was due to the fact that all of the Council Chambers equipment was the older analog, non-digital equipment. Councilmember Nelson and Robertson will meet with North Suburban Cable to find out what is necessary to upgrade equipment to digital high-definition.

4. Safety Vest Costs

Councilmember Long said that he had asked Administrator Robertson to find out the costs of obtaining safety vests with the North Oaks City logo on them. The cost was about \$20 a vest. He asked this after noticing how hard it was to see people out on the roads after dark. He said he would donate five reflective vests to Deputy Burrell to hand out to people that are out walking or running at night in hopes that it would encourage more people to get vests. The topic of safety vests was tabled for now.

Councilmember Reports

- **Councilmember Marty Long**

He recommended that the Council look into establishing a Youth Council as a way to get feedback from youths about what can be done to make the community better. Some other cities have appointed youth members to City commissions to do this.

He said the Natural Resources Commission will be discussing a stewardship award for those residents who undertake actions to protect or improve our natural resources.

- **Councilmember Rick Kingston**

The Tick Task Force is finalizing a survey to see how they did this past year. What worked and make suggestions for the future. He offered a big thanks to the Task Force committee members for their hard work.

- **Councilmember Gregg Nelson**

Substantial progress has been made on a franchise agreement with Comcast. Comcast speeds have been increased for users. To take advantage of this unplug your modem and then plug back in.

Deer Management started early and is going well.

- **Mayor Michael Egelston's Report**

He reminded everyone that single sort recycling starts in January. New recycling carts will be delivered on or about January 16. If you do not want a cart call the city and let us know.

Lights at the West Rec. have been adjusted and it should be safer to play hockey now.

Approve Resolution 1324 Honoring Dick Hara for his tenure on the Planning Commission.

Councilmember Nelson made a motion to approve Resolution 1324. The motion was seconded by Councilmember Kingston and passed unanimously

Administrative Report

1. Approve Purchase of Banyon Sewer & Water Billing Software

Councilmember Long made a motion to approve the purchase of Banyon Sewer and Water Billing Software. The motion was seconded by Councilmember Nelson and passed unanimously

2. Approve Purchase of Permit Works Building Permit Software

Councilmember Nelson made a motion to approve the purchase of Permit Works Building Permit Software. The motion was seconded by Councilmember Kingston and passed unanimously

City Attorney Reports

No special report

Miscellaneous

Next Tick Task Force Meeting is Tuesday, December 13, 2016 @ 7:00 pm in the Community Meeting Room.

Next Natural Resource Commission Meeting is Thursday, December 15, 2016 @ 7:00 pm in the Community Meeting Room.

Next Regularly Scheduled Planning Commission Meeting is January 26, 2017 @ 7:00 pm in the Community Meeting Room.

Next Regularly Scheduled Council Meeting is January 12, 2016 @ 7:00 pm in the Community Meeting Room.

Adjournment

On motion duly made by Councilmember Long, seconded by Councilmember Nelson and carried unanimously, the meeting was adjourned at 8:57pm.

Attest:

Respectfully Submitted

Mayor Michael Egelston

Kathy Laur
Recording Secretary