

## MINUTES OF THE REGULAR COUNCIL MEETING

March 10, 2011

The Council meeting was called to order by Mayor John Schaaf at 7:01 p.m. at the Community Meeting Room, 100 Village Center Drive, Suite 150, City of North Oaks, Minnesota. Present were Council members Gregg Nelson, Marty Long, Tim Dunleavy, Bruce Ackerman and Mayor John Schaaf. Also present were City Administrator Melinda Coleman, City Attorney Dave Magnuson, Recording Secretary Donna Osterbauer, and Videographer Kevin Scattum.

### Pledge of Allegiance

### Approval of Agenda

Marty Long moved to approve the agenda. The motion was seconded by Tim Dunleavy and passed unanimously.

### Citizen Comments

None

### Consent Agenda

1. Minutes of the Regular Council Meeting February, 2011 for approval, with the following two changes: 1. CUP 11-01 change the spelling of the word recuses. 2. There was a motion to approve CUP 10-11 so we are adding "Motion passes unanimously by Council." to the minutes.
2. No Planning Commission Minutes - no February meeting
3. Licenses for Approval:
  - Mechanical Contractors:** Automatic Door & Fireplaces; CenterPoint Energy, LLC; Heating & Cooling Two, Inc; KB Service, Co; UMR Geothermal;
  - General Contractors:**
  - Sewer/Water Installation:**
  - Arborists:** Northeast Tree, Inc; S&S Tree Specialists;
4. Claims for Approval: Check # 9469 – 9510

Tim Dunleavy moved to approve the Consent Agenda. The motion was seconded by Gregg Nelson and passed unanimously.

### Petitions, Requests & Communications

Mike Egelston, LGWA, provided an update on the Augmentation Project.

There was a meeting Monday, March 7<sup>th</sup> with more than 50% of the Lake Gilfillan homeowners in attendance. All were happy with the efforts so far and asked them to keep moving forward.

Mike showed the preliminary designs of the system. The drawing showed the location of the pump as well as the conduit. He pointed out where there will be a temporary road for getting construction equipment in during the initial phase of this project. Once a year they will have to take a small truck through that area to get to the pump house to do maintenance.

The permits have all been turned in and they are waiting for the DNR to get back to them. If all goes as planned, they would like to be pumping water this year. It could be as late as September, but they have until approximately mid October that they can pump water.

About 95% of the Lake Gilfillan homeowners have signed proxies that say they would like them to continue with the process.

The piping between Gilfillan, Teal, North and South Mallard all they way up to Black, along with the hand dug canals, are all still in place. There is a possibility that in the future the homeowners around the ponds could enjoy some of the benefits of the water. The plan is to get everything in place with the process for Gilfillan. Once that is in place, they will be engaging the residents around the ponds. At that point, it will be up to those residents to get a group together to carry the project forward.

SEH was hired to do the feasibility study and the cost to the group is \$15, 000 for the study. The estimated cost of the project could be from \$600,000 – \$1,000,000.

Forty homeowners and two NOHOA properties would be assessed for the bonds. The only thing that the City of North Oaks is doing is supporting them through a tax assessment. There is no assessment to the city, only the Lake Gilfillan property owners.

## **Unfinished Business**

### 1. Address Identification Ordinance – Tabled from February

Discussion took place at a Work Shop Session at the conclusion of the normal business meeting.

## **Council Member Reports**

### 1. Tim Dunleavy:

- Finance Committee meets the second Monday of the month at 7:45 or 8:00 am where they discuss the finances of the city. If you have any finance related matters, feel free to contact Council Member Tim Dunleavy, Mayor Schaaf, or the City Administrator, Melinda Coleman.
- Lake Johanna Fire Board - Council Member Dunleavy has been attending the meetings and there is a meeting coming up next week.
  - City Administrator will try and get a listing of the fire codes and share it with Council Members.

### 2. Bruce Ackerman:

- NOHOA – Attended the NOHOA meeting on March 3<sup>rd</sup> - some of things discussed at the meeting: **1.** Contract with Mels which is 50% of their budget. **2.** 501(C) 3 Foundation – there will be 4 -5 individuals that will be called founding members and those people have the sole vote in this Foundation. There may be individuals, limited partnerships, corporations, etc. who are called associate members and may pay dues. **3.** Website development cost benefit **4.** City Forester and potential tree removal.

## 3. Marty Long:

- NRC - They have had two meetings in the last 30 days. It is a very talented group. They are trying to define their role, come up with a model of where they intend to go and what the primary issues are that they want to address. One of the things that they think will be a critical issue for them is communications. They want to make sure that people are aware of the natural resource issues facing the city.
- VLAWMO- Problems continue with Whitaker Pond which is in White Bear Lake. It is shared by White Bear Lake Township and White Bear Lake, but the responsible party is Ramsey County. The City of North Oaks is a shared member, so we are responsible for 1/10<sup>th</sup> of the cost. They put in a weir, which is a wood dam, that they are trying to control and catch phosphorous. All of the cities and the St. Paul Water Authority are throwing money in.

## 4. Gregg Nelson:

- Planning Commission - They did not meet in February; they will be meeting on Wednesday, March 30<sup>th</sup> at 7:00 pm.
- Attended the League of Minnesota Cities Conference on Communication Skills For Experienced Leaders. It was a communication skills seminar directed towards mayors and city council members throughout the state.

**Mayor John Schaaf**

- Attended the LGWA meeting.
- Met with City Administrator and the auditors.
- Attended the Ramsey County Sheriffs group meeting and met the new Chief Deputy.
  - Individual who runs the 911 dispatch center said they are taking about 1 million calls a year. Their current time from call taking to call dispatch is 55 seconds. Their goal is to get down to 53 seconds. The thing that takes up the most time on those calls is trying to find out the location. 40% of the calls to the 911 dispatch center come from cell phones instead of land lines so the caller needs to identify the location.
  - City Administrator will be on the Animal Control/CSO committee.
  - Discussed the Vikings and TCAPP.
  - There is a legislative bill that is working its way through the house and the senate that deals with taking away cities authorization to control water wells. By taking away a cities statutory authority relative to wells, there could be some serious consequences relative to land and property over contaminated areas which we have currently in the dumpsite and under Lake Gilfillan.
- There has been some discussion that there may be a group of people on Turtle Lake that are interested in doing the same thing as the Lake Gilfillan Association is doing – finding water from St. Paul Water Authority and putting it into Turtle Lake.

## Administrator Report

1. 2011 Budget vs. Actual Expenses - City Administrator shared the 2011 budget through 3/10/11.
2. Discuss City Fund Investment Options – City Administrator has been charged by the Finance Committee to look at some other investment options. Will have a report for City Council at the April or May Council meeting.
3. 2010 Budget close out and transfers to 2011 - We ended the year with a positive balance of around \$69,000. The positive balance is due primarily because of an increase in license and permit revenue over what was budgeted. The balance number will change slightly with up to about \$500.00 due to some outstanding items. City Administrator requested from Council a transfer in the general fund to cover three items: **1)** capital expenditures for the Lake Johanna Fire Department. The LJFD has an unfunded balance of \$81,577. Staff recommends that we transfer \$56,868 to the Fire Department Fund. **2)** The creation of an IT/Equipment fund. Staff recommends allocating \$10,000 to this fund to establish a way to fund technology and equipment upgrades **3)** allocation of \$2,500 to the I-35E Corridor Study. This study will examine road and intersection deficiencies along the corridor and will include County Road J and Centerville Road in North Oaks. These proposed changes suggest that the balance of approximately \$69,368 from the 2010 budget that is held in the General Fund be re-allocated as described in the 2011 Budget. Discussion was had as to the advisability of increasing the proposed allocation to LJFD by \$5,000 and decreasing the allocation to the IT equipment fund by \$5,000. Council Member Ackerman made a motion to transfer \$61,868 to LJFD, \$5,000 to IT/Equipment Fund and \$2,500 to I-35E Corridor Study. Motion seconded by Marty Long and passes unanimously.
4. Swimming Pool Ordinance is in effect and was published in the February 1 Shoreview Press. The new ordinance is posted on the City of North Oaks website.
5. First Draft 2010 Audit Report was emailed to all City Council members.
6. Miscellaneous items – Every couple of months, the City Managers get together and next Monday they are all meeting out at the Ramsey County Public Works building. Following that meeting, there will be another meeting with Ramsey County Board Commissioners Tony Bennett and Rafael Ortega to talk about the potential of the Minnesota Vikings on the TCAPP property.
7. City Administrator copied two articles for all Council Members. One article was on the potential Vikings on the TCAPP property and the other was on the potential race track in Columbus. Council Members agreed it was very useful to receive as much updated information as possible on topics of interest to the council and requested that the City Administrator continue to provide the council with such information.
8. Road restrictions will be going into place on Monday, March 14<sup>th</sup> at 12:01 a.m. which affects all the roads in North Oaks. They are limited to 3 ton per axle limit.

## City Attorney Reports

1. The Pines Homeowners Association dispute over the plantings is still on hold. They are waiting for the weather to permit the meeting with City Attorney, City Administrator and the Pines Homeowners Association and then they will measure/verify the plantings to see

which are in violation.

## **Miscellaneous**

Next Regularly Scheduled Council Meeting – Thursday, April 14, 2011, 7:00 pm

Next Natural Resource Commission Meeting – Tuesday, April 05, 2011, 6:00 pm

Next Planning Commission Meeting – Wednesday, March 30, 2011, 7:00 pm

## **Adjournment**

On motion duly made, seconded and carried unanimously, the meeting was adjourned at 8:45 p.m.

Attest:

Respectfully submitted,

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John Schaaf, Mayor

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Donna Osterbauer  
Recording Secretary

## **Work Session to discuss amendments to Address Identification Ordinance**

Jim Daly, the Emergency Manager for the City of North Oaks was present and discussed the concern of finding addresses in North Oaks when they are doing an Emergency Response. He said the Safety and Security committee did an informal survey on a couple of hundred homes in North Oaks and found about 25% of the homes were in compliance with the current city Residence Numbering Ordinance.

The following editing changes will be made to the proposed Ordinance: 1. “reflectorized numbers not less than 3 ½ inches high”. 2. Under (A) and (B) change owner’s to “residence”. 3. Under (C) change their designee, to ‘his or her designee ‘.

Once the editing changes are made, the Council will discuss it at the April meeting.

The motion was made by Bruce Ackerman to adjourn the work session. The motion was seconded by Marty Long and passed unanimously. The work session was adjourned at 9:15 pm.

