

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 Egelston and Councilmembers Marty Long, Gregg Nelson, Rick Kingston, and Katy Ross. 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 Long moved to approve the Agenda. The motion was seconded by Councilmember Ross and passed unanimously.

Citizen Comments

Rob Scott, 4 Leaf Wing Drive

Mr. Scott asked for a change in an ordinance to be able to use a golf cart in Rapp Farm especially for going from his home to the pool/community center. He suggested a trial 90 day period that could be revoked at any time if problems occurred. He stated that there was broad support in the neighborhood for this change. Mayor Egelston stated that he did hear from some of the residents in support of this idea and has forwarded the information to the City Attorney for his review.

Jon Walburg, 68 Monarch Way

Mr. Walburg is also in favor of using golf carts in Rapp Farm. He stated that he lived in a community that used golf carts and it seemed to work well.

Joel Kunza, 58 Monarch Way

Mr. Kunza spoke in favor of allowing golf carts. He also stated that he would like to see the piles of brush along the trail in the Rapp Farm Development cleaned up. He is concerned that it could be a fire issue. This is a NOHOA issue.

Karen Barnes, 16 Peterson Place

Ms. Barnes received an anonymous letter referencing comments she did not make at a meeting. She requested that the person sending the letter should at least sign it. She stated that others in the neighborhood also received anonymous letters in the past. Mayor Egelston and Councilmember Nelson assured her that it did not come from the Council.

Paul Hemming, 12 Wildflower Place

Mr. Hemming recently moved into the community and is concerned about the number of trucks that come through his neighborhood. He stated that in his opinion Ordinance 151.059 does not permit recycling. Mayor Egelston agreed that truck traffic is a concern for the residents in that neighborhood.

Consent Agenda

1. Minutes of the Regular Council Meeting of March 10, 2016 for approval
2. Minutes of the Natural Resource Commission of March 17, 2016 for approval

3. Minutes of the Regular Planning Commission Meeting of March 31, 2016 for approval
4. Approval of Variance 16-01, 11 Skillman Lane, ISTS in Setback
5. **Mechanical Contractors:** Hamlin Mechanical LLC, DBA Air Tech Heating & Colling; J & A Mechanical; Prescription Heating and Cooling LLC, Sage Homes Inc.; Twin City Fireplace and Stone; Woodbury Mechanical Inc.; Woodland Stoves & Fireplaces
6. **Plumbing & Heating:**
7. **Arborists:** Bio Tree Inc.; Northeast Tree, Inc.; Woodland Restorations, Inc.
8. **General Contractors:** Performance Pool & Spa Inc.
9. **Sewer/Water Installation:**
10. **Claims for Approval:** Check numbers 0011786-0011821

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

Petitions, Requests, & Communication

1. Presentation of the 2015 Audit-Abdo, Eick, & Meyers

Matt Voss from Abdo, Eick, and Meyers reviewed the 2015 Audit. He noted they encountered no significant problems with the audit and did not have any disagreements with management and staff. They found only one minor correction they asked staff to make. They found limited segregation of duties due to the small size of staff. They find that most of their 100 municipal clients have a similar issue. He recommends that the City Council continue reviewing the checks monthly and the budget quarterly. Mr. Voss explained that new national reporting standards are now in place related to pensions and the City has added this to the financial statements. He also stated that the City Clerk does a very good job in record keeping. The City reports savings and reserves as two separate items for transparency and continues to maintain a good fund balance

Expenditures have remained consistent with the figures from 2014. The only debt the City has is from the Lake Gilfillan project and that has been assessed to the homeowners living around the lake. In comparison to other cities similar in size, the expenditures per capita were \$482 while the average in other cities was around \$571. The taxes per capita on average were \$480-490, but in North Oaks they were well under that at \$272.

Councilmember Long with a second from Councilmember Ross moved to accept the 2015 Audit. The motion carried unanimously.

2. Tick Borne Disease Task Force Presentation

Dr. Brooke Moore, 9 Thompson Lane

Dr. Moore, the Chair of the Tick Task Force, reviewed the survey done to assess the tick problem in the City. Seven hundred and forty seven responses came in which represents 43% of the households. The results showed the following:

- 228 residents or 1 out of 3 had at least one member of the family or a pet diagnosed with a tick borne illness
- there were 277 comments with only 10% negative
- of those with a diagnosis nearly half stated that the problem significantly affected their quality of life

- the average spent on prevention from the respondents was \$800 and for treatment \$1,700, but much more was spent by some.

Peak ages for getting Lyme Disease are younger children and those between the ages of 30-60. The rate of diagnosis has doubled in the past few years. The treatment is to start on antibiotics if a bite is found and not wait for test results.

The Task Force proposes a multi-tier approach beginning with deer management. Also reducing the mouse population and their habitat (brush piles etc.) is a good idea. They also recommend judicious use of protective chemicals by individuals.

Dr. Moore asked about the final number of deer removed. The goal is to get to 5.8 deer per square mile. The Committee would like to see greater numbers of deer removed, an ongoing effort to educate the community, and a brush removal day coordinated with NOHOA. The members would also like to see NOHOA cut the brush back on the trails.

Administrator Robertson stated that 97 deer were removed, but deer can still move in and out of the area. This year the City hopes to begin the program in November rather than January to remove additional deer.

Unfinished Business

1. Golf Club Road Use

Mayor Egelston reported that Golf Club Management met with the neighbors around the Club. At the meeting, General Manager Joel Livingood agreed to keep improving safety measures and attempting to reduce the use of roadways. The Club is very interested in doing what it can to please neighbors while maintaining the course. The Club has increased training for staff. Also, they are looking at where they may be able to keep some of their equipment so that there is less road use. When a new maintenance building is complete, they are also hoping this will reduce some of the traffic.

Bill Coleman, 23 Black Oak Road, said that one of the reasons he moved into North Oaks was the Club and Golf Course. He feels it does increase the value of homes in the City and it is one of the best courses around.

2. Golf Club Request for Changes to Ordinance 116, Section 71.19

A modification of Ordinance 72.19 was requested by the North Oaks Golf Club to allow Golf Club maintenance equipment to use the roads for short distances in the community.

Councilmember Nelson made the motion to approve the amendment to Ordinance 116, Section 71.19 allowing golf course maintenance equipment to use the roads necessary to maintain the course. Councilmember Kingston seconded the motion which carried unanimously.

3. Consider Purchase of iPads

Administrator Robertson presented information about purchasing some type of electronic notebook for the Councilmembers. Currently many cities are going to electronic notebooks

to deliver Council agenda packets. The hope is to save on staff time and paper and be more efficient in looking at the many documents delivered each month. The software would cost around \$250 a month, but other choices could be considered. Councilmember Ross suggested that the software be made available to the Council to evaluate before any decision is made. If notebooks are purchased, they would belong to the City. The Council agreed that more time was needed to make a final decision.

4. Gate House Phase I Update

Administrator Robertson said that a Phase I environmental report on the current Gate House was completed. The next step would involve testing for asbestos. It is not the intention of the City to take ownership of the Gate House.

Councilmember Nelson made the motion to complete Phase II to hire Asbestos Abatement Associates to do an asbestos and hazardous waste survey for a cost not to exceed \$800. The motion was seconded by Councilmember Long and passed unanimously.

New Business

1. Approval of CUP 16-02, 857 Village Center Drive, Panino's Restaurant Expansion

Panino's Restaurant has requested a Conditional Use Permit to expand west into the current Wine Street Spirits location. The expansion would add 2,011 square feet to Panino's while reducing the liquor store by the same amount. At the Public Hearing no one spoke. One improvement will be an increase in the number of bathrooms. The build out will involve two phases: the first to reduce the size of Winestreet and the second to increase the size of Panino's.

Councilmember Long moved to approve CUP 16-02 for the Panino's Restaurant Expansion based on the Findings of Fact with the following conditions: Building plans must be approved by the City Building Official and no construction can begin before a permit is issued. With a second from Councilmember Nelson, the motion passed unanimously.

2. Approval of Resolution 1313 Modifying the 2016 Budget and Making Transfers

To cover the costs for the part-time officers until the permanent position is filled late in June, a transfer was requested by the City Administrator. Resolution 1313 would transfer \$43,056 from the 2015 General Fund Budget to the 2016 Budget. It was noted that deputies seem to be more visible since they vary the times in North Oaks and also it appears more traffic tickets are being issued. A reminder that the speed limit in North Oaks is 30 miles per hour was given.

Councilmember Nelson moved to approve Resolution 1313 making transfers between the City Funds to cover the costs of the part-time officers. The motion was seconded by Councilmember Ross and passed with a unanimous vote.

3. Authorization of Negotiation of an Agreement with North Oaks Company

Administrator Robertson requested authority to begin working on an agreement with North Oaks Company to take over their water and sewer systems.

Councilmember Nelson made the motion to direct Staff to work with the North Oaks Company on drafting an agreement for the City to take over North Oaks

Company water and sewer systems. Councilmember Kingston seconded the motion which carried unanimously.

Councilmember Long noted this will be a prototype agreement and a transfer fee should be charged which will offset the cost of creating the document.

4. Appoint Dan McDermott to the Natural Resource Commission

Councilmember Long, Bob Larson, Chair of the Natural Resource Commission and Administrator Robertson and interviewed Dan McDermott for a position on the NRC.

Councilmember Long made the motion to appoint Dan McDermott to the NRC and with a second from Councilmember Kingston, the motion passed with a unanimous vote.

5. Pleasant Lake Weed Removal

Councilmember Nelson reviewed what the City did in 2015 to reduce the weeds on Pleasant Lake. The efforts concentrated on the beach area, but unfortunately the weeds pulled ended up on the beach making beachgoers unhappy. Councilmember Nelson has found a different company that will not only pull the weeds but also harvest them and clean up after. He received a quote for \$17,500 to clean up ten acres around the beach and non-motorized boat launch. Councilmember Nelson stated that starting earlier in the year should produce better results.

Mayor Egelston and Councilmember Nelson will continue to work with St. Paul Water with the hope that they will participate in some of the costs involved. Part of the problem appears to be the water brought in from the Mississippi River.

Councilmember Nelson made the motion to spend \$17,500 to clear weeds around the beach/boat launch area. The motion passed unanimously with a second from Councilmember Long.

6. Brush Pile Pickup Day

Due to the problems identified by the Tick Task Force and the storm that occurred in 2015, there has been increased interest in cleaning up the brush around the City. Administrator Robertson contacted some of the major arborists in town about bidding for a Brush Pickup Day and S & S Tree responded. They would work at a flat rate of \$170 an hour. The brush picked up would be limited in size and would need to be accessible to the truck either next to the road or the driveway. Robertson suggested a date late in May. The homeowner would be required to sign a waiver making them responsible for all costs. City Attorney Magnuson will develop a waiver.

Councilmember Long with a second from Councilmember Ross directed the Staff to set a date in late May or early June with S & S Tree for this service.

Communication to the community would be required. The motion carried unanimously.

Councilmember Reports

Councilmember Katy Ross

1. Planning Commission Meeting

Councilmember Ross reported on the March 24, 2016 PC Meeting. She stated there was a lot of interest in the rental ordinance being considered; some in favor and some not. The committee worked to revise the ordinance after hearing the comments and hope to have a revised draft done for approval soon.

2. Maintenance Building Meeting

Councilmember Ross also attended the NOHOA Maintenance Building meeting. A Public Meeting is scheduled for April 27th, 2016 to further discuss neighborhood issues. Ms. Ross also went to look at composting sites as some residents were interested in adding this option.

Councilmember Marty Long

1. Sheriff Report

The City is looking forward to having a deputy hired. With more residents living on the outskirts of the City, it seems to be a good idea to have this option.

2. VLAWMO

VLAWMO had a short meeting discussing grant opportunities.

3. Natural Resource Commission

The Commission is continuing to look at Best Practices for Water. They are also researching deer tick sprays.

Councilmember Rick Kingston

1. The North Oaks Heritage and Architectural Preservation Project

NOHAPP will be at the Home Improvement Fair on Sunday. A list of significant homes will be available.

2. Tick Task Force

Articles are coming on out on products that can be used to combat the ticks in the City.

Councilmember Gregg Nelson

1. Finance Committee

Finance Committee met this past week. There was nothing significant to report.

2. Cable Commission

Councilmember Nelson also met with the Cable Commission to look at how the commission is changing. Comcast has announced the plan to file a federal law suit but no news has been given to the Commission in regards to this.

Mayor Michael Egelston's Report

Mayor Egelston has been busy meeting with resident groups. He also met with Ramsey County Commissioner Blake Huffman. Commissioner Huffman reported that the Zika virus is spreading and that people are the main means of transfer. People traveling to other countries need to be especially careful. Mayor Egelston noted that the stoplights will be

changing on Highway 96 with yellow arrows for turning. Residents need to be very cautious if they turn on a yellow arrow to make sure no traffic is coming.

Administrative Report

1. Cost Estimate for Left Turn Lane at Pleasant Lake Road and Highway 96

Administrator Robertson reported that he and Councilmember Ross have met with Ramsey County to discuss adding a third lane out of North Oaks on Pleasant Lake Road. This lane would be a left turn lane out of the main entrance. In 2017, Ramsey County plans to redo all intersections on Highway 96, so this would be done then if approved. The cost estimate to North Oaks would be \$34,431. NOHOA and North Oaks Company would have to agree to an easement to complete this task. He also hopes to have the Village Center Road intersection with Highway 96 restriped to add left turn and right turn lanes.

Councilmember Nelson made the motion to move forward with Ramsey County to add a left turn lane at the main entrance. Councilmember Ross seconded the motion which carried unanimously.

2. Administrative Assistant Hiring

Administrative Assistant Linda Hanson is retiring on June 10, 2016. An ad has been placed in the paper and applications have been received. Administrator Robertson hopes to have someone hired by mid-May.

3. Summer Hours

Administrator Robertson asked the Council to approve summer hours as Friday afternoons are not very busy during the summer. The hours requested would be 8:30-4:00 Monday through Thursday and 8:30 to 12:00 on Fridays. Notices would be sent out to contractors.

Councilmember Long made the motion to approve summer hours beginning Friday, May 27th and ending Friday, September 2, 2016. With a second from Councilmember Ross the motion carried unanimously.

City Attorney Reports

No report

Mayor Egelston announced that the Home Improvement Fair is scheduled for Sunday, April 17th from 2-5 at the Golf Club.

Miscellaneous

Next Natural Resource Commission Meeting April 21, 2016 @ 7:00 pm in the Community Meeting Room

Next Regularly Scheduled Planning Commission Meeting April 28, 2016 @ 7:00 pm in the Community Meeting Room

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

Adjournment

On motion duly made by Councilmember Ross, seconded by Councilmember Nelson and carried unanimously, the meeting was adjourned at 9:46 pm.

Attest:

Respectfully Submitted

Mayor Michael Egelston

Linda M. Hanson
Recording Secretary