

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 Councilmembers Marty Long, Gregg Nelson, Rick Kingston, Katy Ross and Mayor Michael Egelston. 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 Nelson and passed unanimously.

Citizen Comments

None

Consent Agenda

1. Minutes of the Regular Council Meeting of July 9, 2015 for approval
2. Minutes of the Regular Planning Commission Meeting of July 30, 2015 for approval
3. Approval of a Hill Farm Historical Society Liquor Permit for September 13, 2015 from 2:00 p.m. to 6:00 p.m. with application fee waived
4. Resolution 1300 to Adopt the Use of a new Voting System
5. Approval of Variance 15-07 at 37 Pheasant Lane to install an ISTS 15 feet within the required 30 foot setback
6. Licenses for Approval:
Mechanical Contractors Plumbing & Heating: Air America Heating & Cooling, Inc.; Appliance Connections Inc; DAS Heating & Cooling; Kline Corporation DBA Practical Systems
Arborists: Leaning Treez; Living Water Tree Service; Treecology
7. Claims for Approval: Check numbers 011473-011507

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

Petitions, Requests, & Communication

1. Public Hearing for Approval of Conduit Bonds for Northeast Youth & Family Services to Refinance

The Public Hearing was opened at 7:11 PM.

Paul Donna, Financial Advisor for Northeast Youth & Family Services (NYFS), reviewed the request for the City of North Oaks to serve as a conduit for the issuance and sale of bonds to acquire and rehab their current headquarters. There would be no financial liability to the City, but there would be a benefit to the City in fees collected.

Mary Ippel, City Bond Advisor, stated that for bank qualified bonds a City can issue up to 10 million dollars in a year. The City of Shoreview would not be able to serve as the conduit as they have already exceeded this amount. NYFS plans to issue \$2.95 million

dollars and by the City serving as the conduit, it allows the bonds to have tax exempt interest. With no other comments, the Public Hearing was closed at 7:16 PM.

Councilmember Nelson made the motion to approve Resolution 1301 approving the issuance and sale of facility revenue refunding notes and authorizing execution of documents relating to Northeast Youth & Family Services. A second was made by Councilmember Rick Kingston and passed unanimously.

2. Public Hearing to Consider Weekly Recycling

Administrator Robertson stated that the Recycling Committee was formed to consider a variety of ideas to improve recycling in North Oaks. The one idea that had the most interest was going to recycling weekly rather than every other week. The committee solicited feedback through NOHOA's email blast and received 93 comments in favor with 30 against the idea. Many stated they appreciated being asked for their opinions. The projected cost would be about \$20,000 a year, or \$1.00 a month more per household.

Councilmember Ross who chaired the committee stated that they also looked into single sort recycling but found that in North Oaks this would be more difficult and expensive. Currently Peterson-Waddle uses smaller trucks that can go up to the garage to pick up recycling. If the City went to single sort, larger trucks would be needed and the bins would need to be put on the edge of the road. In addition the City currently sells the paper collected, but with single sort they would not be able to as it would become contaminated with other materials.

Mayor Egelston stated that it would help Peterson-Waddle if residents would use plastic bins rather than paper containers as these become a problem on wet days. Home Depot sells plastic bins for around \$57.00. Councilmember Kingston mentioned that perhaps the City could organize a discount buying program and Councilmember Ross stated she would look into this.

Mary Ippel, 8 Osprey Court, stated that weekly recycling would be wonderful and made the suggestion that when a new family moves into North Oaks, information should be provided explaining the recycling program including information about dual sorting.

Bernie Laur, 3 Blue Spruce Court, addressed the Council. He served on the Recycling Committee and is in favor of weekly recycling. He stated that by going to a weekly schedule, Peterson-Waddle would have a more constant staff and it does not cost a great deal more.

The Committee found that those in favor of recycling said that it would be easier to remember weekly recycling and that some of them would recycle more. Those against weekly recycling said that residents should be able to follow a biweekly schedule since it is well posted and they felt they did not need it more often. In the City 85% currently recycle which is more than 20% greater than any other city in Ramsey County. Councilmember Long agreed that it would be a good idea since he would like to get it

out of his garage more often. It was suggested that the North Oaks News continue to educate the community on what can and cannot be recycled. Currently Kate Winsor writes a column called the Recycle Bin and that will continue. Councilmember Nelson asked about composting possibilities. This poses some problems for Peterson-Waddle as they would not be able to use garbage/recycling trucks so a third truck would be needed and the material would have to be trucked outside the City.

Lonnie Peterson expressed his approval of the weekly plan as this would allow a more efficient work force and will provide more room in the building where recyclables are stored and picked up while providing room for growth which the City will need.

A motion to close the Public Hearing at 7:36 p.m. was made by Councilmember Nelson with a second from Councilmember Kingston and passed unanimously.

A motion to move to a weekly recycling schedule in the City of North Oaks starting the week of October 5th, 2015 was made by Councilmember Nelson. A second from Councilmember Long was made and the motion carried unanimously.

Councilmembers thanked the Committee members as well as Lonnie Peterson for their hard work.

Unfinished Business

1. Establish a Lyme's Disease Task Force

It was decided that a Lyme's Disease task force would be created with Councilmember Kingston serving as the chair. The task force will look at how to educate more homeowners on what can be done. They will also look at what other communities have done and explore whether a study can be conducted by an outside agency. If someone would like to join this task force, he or she can contact the City or Councilmember Kingston directly. Administrator Robertson stated that the City has asked the DNR for authority to remove a larger number of deer this winter.

Councilmember Long made a motion to establish the Lyme Disease Task Force. Councilmember Ross seconded the motion which unanimously passed.

2. Approve Amendment to Recycling Center Lease

Administrator Robertson presented a lease from NOHOA for the Recycling Center. It included an increase from \$650 a month to \$1400. The current lease has been in existence for a long time without an increase. The new lease would also include an escalation clause to increase the rent annually.

Councilmember Nelson stated that the price is too high based on his experience with commercial rental rates. He would like a more objective assessment of current rental costs. He suggested contacting a commercial real estate agent to help determine rental costs and NOHOA for an explanation on how the cost was determined. Mayor Egelston agreed that the cost seemed high and Councilmember Kingston agreed that an outside person that both the City and NOHOA could agree to for an evaluation would be wise. The Council asked Administrator Robertson to investigate who might be a good choice for this task.

Councilmember Nelson moved to direct the City Administrator to request an analysis of the cost increase from NOHOA and to find an outside consultant to evaluate a current price for commercial rental property. With a second from Councilmember Ross, the motion carried unanimously.

Mayor Egelston said this was not meant to question the integrity of NOHOA.

3. Consider Revised Septic System Ordinance

Administrator Robertson presented a draft of a revised Septic System Ordinance after receiving comments from both Council and Planning Commissioners. The one item dropped was the point of sale requirement to have the system checked before a property could change hands.

Brian Humpal, City Septic Inspector, reviewed the proposed ordinance. He stated that most of the changes were to be in alignment with new State requirements; however the City has even more stringent requirements in some areas. The City asks for more soil observations, percolation tests and increased tank sizes. Also an alarm on a separate circuit is also part of the draft ordinance.

Mayor Egelston stated that some homeowners do not like to pump every two years, especially if they have a small household or they travel much of the year. Mr. Humpel explained that it would be very difficult to track this considering the number of systems, but that a homeowner does have the option to have a sludge test done to determine if pumping is necessary. The down side is that if a sludge test finds that pumping is needed, the homeowner would have to pay both for the sludge test and the pumping.

Mr. Humpel also explained that the City has a requirement that if a system is a Health Hazard, the homeowner must take care of it immediately and depending on the issue no longer than a ten month period. If the system is non-compliant but not a health hazard, the homeowner has 2 years to bring it into compliance.

Councilmember Ross explained that the point of sale requirement was dropped as this would be difficult to monitor at the time of sale. Currently, realtors do have a process in place and most banks will not authorize a loan unless a compliance check is done. A compliance certification is valid for three years.

Councilmember Nelson made a motion seconded by Councilmember Kingston to approve the new Subsurface Sewage Treatment System Ordinance Chapter 51. The motion carried unanimously.

4. Approve Personnel Policy

The final draft of the City Personnel Policy was presented. Some of the formality of the review process was reworded and a small correction to the vacation schedule was made. City Attorney Magnuson stated that even for a small city it is good to have a framework to go by. A few minor wording changes were also discussed.

Councilmember Ross made a motion to approve the Personnel Policy with minor changes discussed. With a second from Councilmember Nelson, the motion carried unanimously.

New Business

1. Creation of a Joint Clean Up Day with the City of Shoreview and Arden Hills

A creation of a joint Clean-up Day with the City of Shoreview and Arden Hills was brought up for discussion. Currently the two cities host this event twice a year with Shoreview paying 2/3 of the cost and Arden Hills paying 1/3. It was estimated that if North Oaks wanted to join this event it would cost \$5 to \$10 thousand for the two events. Homeowners would be charged a fee depending on the size of the load. The City would still have to subsidize the cost. Councilmember Ross explained that the City could try it once to see the number of participants.

Councilmember Long with an agreement from Councilmember Kingston stated they were against subsidizing this event. Councilmember Kingston stated that he would rather fund an event to pick up brush and yard waste and Mayor Egelston agreed. Councilmember Nelson was neutral on this item, but saw the environmental benefit of doing it.

It was decided to do a NOHOA email blast to see if there is an interest in the event and to see what kind of event the homeowners are most interested in.

2. City Logo Re-design

NOHOA is in process of designing a new logo and the question came up that perhaps the City should do a similar or same logo. Councilmembers Long, Nelson, Ross and Mayor Egelston all agreed that they would like to see a separate logo and Councilmember Nelson stated he liked the one he previously saw. It was decided that the City would continue to look at logos that would be different from the NOHOA logo.

Councilmember Reports

Councilmember Katy Ross

1. Planning Commission

Councilmember Ross said that the Planning Commission has been working on the Floor Area Ratio (FAR) Ordinance changes and plan to bring this ordinance to the Council in September. She also reported that the Planning Commission held a public hearing on the issue of off street parking. Two residents commented at the meeting and six sent in comments. Most comments centered on trailers and also on the types of vehicles that would be covered in the ordinance. It was decided to separate the types of vehicles into categories rather than have one broad ordinance. Also the issue of how long a vehicle can remain on the property needed more clarification. A concern on how and who could monitor this needed to be addressed.

A Housing Maintenance Code was also discussed. The concerns are how to enforce a maintenance code and what does NOHOA currently have in place before deciding on adding one to the City.

2. Recycling Committee

The last meeting of the Recycling Committee was held. Councilmember Ross stated that the members concluded with a tour of the Newport garbage processing facility. She stated it was very interesting and well organized with a very clean building.

3. Lake Johanna Fire Department

Councilmember Ross reported that the Lake Johanna Fire Department is now staffed 24 hours a day.

Councilmember Marty Long

1. VLAWMO

No meeting

2. NRC

No meeting

3. Updates

Councilmember Long stated that the Deer Management contract is coming up for renewal. Administrator Robertson said a request for bids will go out after Labor Day.

The City and North Oaks Company are still looking at a possible agreement to take over the sewer & water systems handled by the Company. Mayor Egelston plans to meet with the North Oaks Company soon to discuss this further.

On September 29th the Garden Club will host a tour of Councilmember Long's property where a number of gardening practices and City Ordinances will be discussed. Residents are invited to attend this event.

Councilmember Rick Kingston

1. Night to Unite

Councilmember Kingston attended the Night to Unite event at Gregory and Brooke Moore's home at 9 Thompson Lane. He enjoyed listening to the neighbors and heard a lot of positive comments on what the City is doing including creating the task force for Lyme's Disease, finding solutions for the weed issue on the lakes, and creation of the North Oaks Heritage and Architectural Preservation Committee.

2. Lake Johanna Relief Association Meeting

Councilmember Kingston attended the Lake Johanna Relief Association meeting and reported that their investments for retirement are doing very well and are well managed.

3. North Oaks Heritage and Architectural Preservation Committee

The Committee has met and created a number of action items. Committee members would like to include architects from the community in their discussions and are looking a number of ideas. Some of the things being considered are low interest loans for distressed properties, help with buckthorn and other invasive species removal, community volunteer programs, family opportunities, and articles for the North Oaks News.

Councilmember Gregg Nelson

1. Finance Committee

Councilmember Nelson attended the Finance Committee meeting in which the upcoming budget was reviewed. The committee is recommending an increase in the deer removal harvest and is looking into what should be done on the weed issue.

2. The North Suburban Cable Commission

The North Suburban Cable Commission approved an expense to update one of their servers to high definition. They also are continuing in their process to finalize a contract with Comcast/Xfinity. They are proceeding with legal action to move the process along.

Mayor Michael Egelston's Report

Mayor Egelston met with Ramsey County Commissioner Blake Huffman to discuss repairs to County Road J. He attended the quarterly Mayor's meeting and also met with the North Oaks Golf Club to discuss irrigation issues.

Mayor Egelston stated that North Oaks experienced a lot of storm damage and he wanted to acknowledge the hard work done by Mel's Service to clean up and clear the roads. He noticed that both Xcel and Xfinity also had their trucks out quickly. He reminded the residents to clear any fallen trees and to also watch for trees that may still fall on the roads.

Administrative Reports

1. Payment for Ramsey County Voting System

Administrator Robertson reported that Ramsey County is in process of updating its voting machines. The City of North Oaks has received a \$17,668.35 bill which can be paid in a lump sum or over 2-3 years.

Councilmember Nelson with a second from Councilmember Ross made the motion to approve a one-time payment of \$17,668.35 to Ramsey County for the City's portion to purchase new voting machines. The motion carried unanimously.

2. Review Preliminary 2016 Budget

Administrator Robertson stated that he would like any feedback from the Council on the 2016 Budget and what they might want changed or increased. The process is just

starting and the numbers are in for the police and fire departments which are the largest costs. An increase to \$15,000 for additional deer removal has been included.

Robertson reported that the preliminary estimate from Ramsey County indicates that tax capacity has increased 6.8% over last year. It also appears that past tax delinquencies are being paid off.

3. Set Assessment Hearing for the Council Meeting on September 10, 2015

Administrator Robertson stated that a date needs to be set for the Assessment Hearings. At this hearing City tickets, septic system pumping, tree removal and maintenance expenses for Lake Gilfillan are assessed. Robertson stated that the maintenance expenses for Lake Gilfillan should be lower this year.

Councilmember Nelson moved to approve setting September 10, 2015 at the regularly scheduled Council meeting as the hearing date for assessments. Councilmember Kingston seconded the motion which carried unanimously.

4. Approval of Resolution 1302 to set a Public Hearing on Approval of the Conduit Bonds for the Shoreview Senior Residence

The Shoreview Senior Residence would like the City of North Oaks to serve as the conduit for bonds for this project. Again, the City has no legal obligation to pay off the bonds but the City does benefit by collecting a fee.

Councilmember Long made the motion to approve setting a Public Hearing for September 10, 2015 at 7:00 pm for Approval of Conduit Bonds for the Shoreview Senior Residence. The motion carried unanimously with a second from Councilmember Ross.

5. Approval of Clean-up of Weeds on Pleasant Lake

Administrator Robertson noted that after waiting months the City received a permit from the DNR to remove weeds from Pleasant Lake. There was some discussion over whether the work should still be done this year. Councilmember Nelson said the City should start this process yet this year to see how effective it would be. The Council agreed and directed staff to have the weeds removed from the beach and boat launch.

Councilmember Long made the motion to authorize the City to spend up to \$10,000 to remove weeds at the beach and boat launch if work could be done by the end of August. Councilmember Nelson seconded the motion which carried unanimously.

The City Administrator also wanted residents to know that 35E southbound was closing from the split in Forest Lake to County Road E over the weekend for work.

City Attorney Reports

No special report

Miscellaneous

**Next Natural Resource Commission Meeting August 20, 2015 @ 7:00 pm in the
Community Meeting Room**

**Next Regularly Scheduled Planning Commission Meeting August 27, 2015 @ 7:00 pm
in the Community Meeting Room**

**Next Regularly Scheduled Council Meeting September 10, 2015 @ 7:00 pm in the
Community Meeting Room**

Adjournment

**On motion duly made by Councilmember Katy Ross, seconded by Councilmember
Gregg Nelson and carried unanimously, the meeting was adjourned at 9:30 pm.**

Attest:

Respectfully Submitted

Mayor Michael Egelston

Linda M. Hanson
Recording Secretary