



Mayor Tom McCarthy
Councilmember J.P. Armstrong
Councilmember Noah Bluesky
Councilmember Dawn Bulera
Councilmember Pete Ludwig

City Clerk-Administrator
Dave Engstrom
Interim Deputy City Clerk
Kate Piscitillo

City of Lake St. Croix Beach
City Hall
16455 20th Street South
Lake St Croix Beach, MN 55043

Special City Council Meeting
January 6, 2020
8 AM
AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVE AGENDA**
4. Review Performance of Clerk Administrator (Closed Session at Option of Employee)
5. Approve 1.6 Percent Cost of Living Increase for Clerk, Deputy Clerk, Parks Manager
6. Approve Carryover of Excess Vacation Hours for Clerk Administrator
7. 2020 Fee Schedule and Building Permit Fees – Resolution 2020-01
8. 2020 Council Member Duties and Responsibilities (Draft List Attached)
9. 2020 Appointments and Designations (Draft List Attached)
 - A. Attorney
 - B. Engineer
 - C. Bank
 - D. Newspaper
 - E. Others
10. 2020 Committee and Commission Appointments (Draft List Attached)
11. Future Meeting Dates (Schedule Attached)
13. Council Goals
 - A. Mayor McCarthy
 - B. JP Armstrong
 - C. Noah Bluesky
 - D. Dawn Bulera
 - E. Pete Ludwig
13. Adjourn

RESOLUTION NO. 2020-01

**CITY OF LAKE ST CROIX BEACH
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION OF ANNUAL APPOINTMENTS AND DESIGNATIONS
FOR 2020**

WHEREAS, annually, at their first meeting in January, the Lake St. Croix Beach City Council handles annual designations and appointments; and

WHEREAS, attached is the designation of the Official Newspaper, Official Posting Location, and the Official dates/times/places of regular Lake St. Croix Beach City Council Meetings and Workshops; and

WHEREAS, attached are the appointments of City Councilmembers and staff to various boards and commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Lake St. Croix Beach City Council does hereby make the annual appointments and designations effective immediately upon adoption on this 6th day of January 2020.

Tom McCarthy, Mayor

ATTEST:

Dave Engstrom, Clerk

OFFICIAL DESIGNATIONS

Official NewspaperStillwater Gazette, (alternate) St. Paul Pioneer Press

Official Posting LocationLSCB City Hall, 16455 20th St. South

City Council Meeting PlaceCity Hall, 16455 20th St. South

City Council Meeting Time6:00 pm

City Council Meeting Dates.3rd Monday of the month
(With the exception of January and February due to a holiday. In those months City
Council will meet on the 4th Monday of the month).



City of Lake St. Croix Beach
 City Hall
 16455 20th Street South
 Lake St Croix Beach, MN 55043

BUILDING PERMIT FEES (2020)

	<u>TOTAL</u>	<u>PERMIT FEE</u>	<u>CITY FEE</u>	<u>STATE</u>
FENCES	\$155.00	\$104.75	\$49.25	\$ 1.00
RE-ROOF	\$155.00	104.75	49.25	1.00
RE-SIDE	\$155.00	104.75	49.25	1.00
FURNACE REPLACEMENT	\$155.00	104.75	49.25	1.00
WATER HEATER REPLACE	\$ 95.50	80.00	15.00	.50
CENTRAL AIR REPLACE	\$ 95.50	80.00	15.00	.50
WINDOW REPLACE	\$155.00	104.75	49.25	1.00
DECK	REFER to Dewey Stensland			
HOUSES	↓			
GARAGES	↓			
ADDITIONS	↓			
PORCHES	↓			
INTERIOR REMODELING	"			
PLUMBING	\$155.00	104.75	49.25	1.00
NEW WATER LINE/METER	City of Lakeland (651.436.8044) Services for Water Department contracted to PeopleServices, Inc.			
MECHANICAL (HVAC)	\$155.00	104.75	49.25	1.00
SEPTIC	Contact Wash Co Dept of Health and Environment 651-430-6655			

2020 City Fee Schedule

ANIMAL IMPOUND	\$75
ANIMAL LICENSE	
Sterilized	\$10
Unsterilized	\$25
Following Impound	\$50
Kennel (More than 3 animals; Council Approval Required)	\$50
Replacement Tag	\$ 2
ASSESSMENT SEARCH	\$20
BEACH PARKING PERMIT	
Daily	\$ 6
Holiday Parking	\$ 8
Motorcycle Parking	\$ 3
Weekend Parking	\$ 7
Seasonal – Residents	\$10
Seasonal – Residents (Senior Citizens)	FREE
BOAT PERMIT (Sailboat or Powerboat)	\$110
BOAT PERMIT (Shoreboat)	\$25
CITY BOAT DECALS	\$10
CITY HALL RENTAL FEE	\$100
COMMERCIAL VEHICLE PERMIT	\$100
CONDITIONAL USE PERMIT ANNUAL RENEWALS	\$80
COPIES	
Black and White	25 cents/page
Color	50 cents/page
COMPREHENSIVE PLAN	\$30
FAX	
First Page	\$1
Additional Pages	25 cents/page
MISDEMEANOR	\$1000
MUNICIPAL WATER MAIN TAP (Includes \$300 to LWU)	\$5,227
NEWSLETTER SPONSOR	\$300 for the year
NSF CHECK FEE	\$30
ADMINISTRATIVE ORDINANCE VIOLATIONS	UP TO \$1000
RIVERFRONT PARK PAVILION RENTAL FEE – RESIDENTS	FREE/ \$100 Deposit
RIVERFRONT PARK PAVILION RENTAL FEE – NONRESIDENTS	\$25/side
RIVERFRONT PARK PAVILION RENTAL DEPOSIT (REFUNDABLE)	\$50/side
PETTITT PARK PAVILION RENTAL – RESIDENTS	FREE/\$100 Deposit
PETTITT PARK PAVILION RENTAL – NONRESIDENTS	\$25
PETTITT PARK PAVILION RENTAL DEPOSIT (REFUNDABLE)	\$100
PETTITT PARK BALLFIELD RENTAL	\$100/\$100 Deposit
PETTITT PARK BANNER PROGRAM	\$200
POSTAGE/ENVELOPES FOR PUBLIC HEARING NOTICES	60 cents each
PROPERTY OWNER SEARCH	
First 25 Pages	\$50
Each Additional	50 cents each
RESEARCH	\$33.50/hour
(Hourly fee formula: 130% of clerk hourly pay rate (additional to cover overhead/fringe benefits)	
UTILITY PERMIT (ROW) (Bond/Security \$5,000)	\$150

2020 City Fee Schedule

ZONING	<u>FILING FEE</u>	PLUS	<u>DEPOSIT*</u>
Amendment (Zoning Code)	\$200		\$500
Appeals	\$75		\$400
Certificates of Compliance	\$75		\$400
C of C Home Occupation	\$25		\$350
Conditional Use Permits – New	\$75		\$425
Conditional Use Permits – Amend	\$50		\$400
Interim Use Permits	\$75		\$425
MSCWMO Application Review	\$250 (billed by MSCWMO)		
Planned Unit Development – Major	\$200		\$1500
Planned Unit Development – Minor	\$200		\$400
Special Use Permit (w/Public Hearing)	\$75		\$425
Subdivision – Major	\$200		\$1500
Subdivision – Minor	\$200		\$350
Variances (Floodplain/Riverway)	\$250		\$1500
Variances (All other zoning districts)	\$75		\$525
Not Specified	\$75		\$525

CITY COUNCIL COMPENSATION

Meeting Per Diem	\$10
Mileage (see current IRS allowable rates)	IRS
Other: Reimbursement for expenses must be accompanied by a signed request for reimbursement form and valid receipts for the expenditures.	

Suggested 2020 Council Member Duties & Responsibilities

GENERAL ADMINISTRATION

	<u>Primary</u>	<u>Alternate</u>
Office and Support Staff	Mayor	Bluesky
Budget & Finance	Mayor	Armstrong
Intergovernmental Relations	Mayor	Armstrong
Personnel	Bluesky	Armstrong

PUBLIC SAFETY

	<u>Primary</u>	<u>Alternate</u>
Police, Fire, and Emergency Management	Mayor	Armstrong

NATURAL RESOURCES/PARKLAND

	<u>Primary</u>	<u>Alternate</u>
Parks Liaison	Mayor	Ludwig
Bluffland	Mayor	Ludwig
Shoreland/Recreational Land (Beach Admin)	Mayor	Ludwig
Trees and Other Vegetation	Mayor	Ludwig

PUBLIC FACILITIES

	<u>Primary</u>	<u>Alternate</u>
Streets, Signs, and Lighting	McCarthy	Armstrong
Municipal Water System	Ludwig	Bulera
Public Buildings	McCarthy	Bluesky

PHYSICAL DEVELOPMENT

	<u>Primary</u>	<u>Alternate</u>
Planning Commission Liaison	Bluesky	Bulera
Building & Zoning Controls	Bluesky	Mayor
Soils & Waters - Infrastructure & Residential Property (Drainage, Erosion, and Flooding)	Mayor	Ludwig
Comprehensive Plan	Bluesky	Armstrong

SPECIAL FUNCTIONS

	<u>Primary</u>	<u>Alternate</u>
Animal Control	Bulera	Armstrong
Public Nuisances/Health	McCarthy	Bulera
Solid Waste/Recycling	Bulera	Mayor
Ordinance Recodification	Bluesky	Mayor

2020 Appointments

(Representative listed first, alternate second, when appropriate)

GENERAL ADMINISTRATION

(Contact Individuals Through City Hall at 651-436-7031)

Mayor.....	Tom McCarthy
Deputy Mayor.....	Noah Bluesky
Clerk-Administrator/Zoning Administrator/Newsletter Editor.....	Dave Engstrom
Interim Deputy Clerk.....	Kate Piscitello
City Attorney.....	Eckberg Lammers (Kevin Sandstrom)
City Treasurer.....	Mary Paul, River Bluff Accounting
City Engineer.....	Short Elliott Hendrickson (John Parotti)
Building Inspector.....	Duane Stensland
Assessor.....	Washington County Assessor
Official Depository.....	US Bank, LMC 4M Fund
Official Posting Place.....	City Hall, 16455 20 th Street South
Official Polling Place.....	City Hall, 16455 20 th Street South
Official Publication.....	Stillwater Gazette, (alternate St. Paul Pioneer Press)
Tree Inspector/City Forester.....	Dave Witzel
Weed Inspector.....	Tom McCarthy
Emergency Preparedness (Emergency Mgmt Director).....	Tom McCarthy, Dave Engstrom, Brad Peters
Lower St. Croix Valley Fire Protection District	
Representatives (2 residents).....	Tom McCarthy (6/30/20), Sally Thompson (6/30/21)
Alternate (Councilmember).....	Pete Ludwig
Middle St. Croix Water Management Organization.....	Tom McCarthy, Dawn Bulera
Police.....	Washington County Sheriff, Non-Emergency 651-439-9381.....911
Fire.....	Lower St. Croix Valley Fire Protection District, Non-Emergency 651-436-7033.....911
Animal Control Officer (Contract) 715.220.1332.....	Brit Harmon, Companion Animal Control LLC
Animal Shelter.....	Animal Humane Society-Woodbury 651.788.4675
Yellow Ribbon Alliance.....	Dawn Bulera, J.P. Armstrong
Veterans Memorial Representative.....	Tom McCarthy, JP Armstrong
St. Croix Valley Cable.....	Tom McCarthy
Information Technology Coordinator.....	Brad Peters, Charles Brown

City Council

Meets: 3rd Monday

Mayor Tom McCarthy
Council Member J.P. Armstrong
Council Member Noah Bluesky
(Deputy Mayor)
Council Member Dawn Bulera
Council Member Pete Ludwig

Planning Commission

Meets: 1st Wednesday

Mary Ashby – 612.806.7259
 Linda O'Donnell – 651.436.7001
 John Sievert – 651.442.0400
 Steve Zigan – 651.436.5534
 Warren Burger – 218.750.4630

Alternate

Scott Prater – 651.216.6390
 Shannon McCloskey – 651.998.0605
 Jim Golden – 651.295.5111

Council Liaison
 Noah Bluesky – 651.734.8400
 Dawn Bulera – 317-409-1095

Parks Commission

Meets: 2nd Tuesday

Nicole Runge – 651.210.1757
 Colter Manley – 715.781.5306
 Joe Riley – 612.865.0509
 Joe Sandom – 703.785.4097
 Lee Shrider – 651.200.1224

ALTERNATES

Kris Peterson – 651.248.4956
 Dave Witzel – 651.398.7303
 Wade Padden – 612.418.7184

Council Liaison
 Tom McCarthy – 612.599.2600
 Pete Ludwig – 612.940.7189

Codification Committee

Dave Engstrom – 651.214.5263
 Linda O'Donnell – 651.436.7001
 Nancy Truax – 651.436.7653
 Noah Bluesky – 651.734.8400
 Kevin Sandstrom – 651.351.2134
 Tom McCarthy – 612.599.2600

Environmental Advisory Committee

(to be discussed)

Personnel Committee

Meets as Needed

Mayor Tom McCarthy – 612.599.2600
 Charles Brown – 612.889.7588
 Karen Riley – 651.436.1132
 John Sievert – 651.442.0400
 Dawn Peterson – 651.470.7215

Council Liaison
 Noah Bluesky – 651.734.8400
 JP Armstrong – 612.406.2106

Floodplain Advisory Committee

Meets as Needed

Todd Streeter (100 yr) – 651.436.4911
 Colter Manley (100 yr) – 715.781.5306
 Tom Kingston (500 yr) – 651.436.5717
 Sherry Hillman (500 yr) – 651.528.3827
 Linda O'Donnell (AL) – 651.436.7001
 Joe Riley (AL) – 612.865.0509
 John Sievert (AL) – 651.442.0400
 Brad Peters (EM) – 612.810.5107

Council Liaison
 Mayor McCarthy – 612-599-2600
 Alt. JP Armstrong - 612-406-2106

Economic Development Authority

(Meets once a year in February)

President Mayor McCarthy – 612.599.2600
 VP (Deputy Mayor) Bluesky – 651.734.8400
 Secretary Bulera – 317.409.1095
 Treasurer Bluesky - 651-734-8400
 Asst. Treasurer Ludwig – 612.940.7189

Vets Memorial Advisory Committee

Meets as Needed (Advises City Council on the Veterans Memorial Park)

Richard Thron – Lakeland
 Terry Hirte – Lakeland
 Stan Mueller – LSCB
 Pete Geare – LSCB
 Dave Anderson – St. Mary's Point

Council Liaison
 Tom McCarthy – 612.599.2600

City Staff
 Dave Engstrom – 651.214.5263

Heritage Day Committee

Meets as Needed

Dawn Bulera – 317.409.1095
 Valerie Bartl – 952.393.1218

Helping Hands

Noah Bluesky – 651.734.8400
 Dawn Bulera (Alt.) – 651.409.1095

2020 City Council Meeting Dates

(all meetings are held at 6:00 p.m. unless otherwise noted)

January 6, 2020 8:00 a.m. Organizational Meeting

January 27, 2020

February 24, 2020

March 16, 2020

April 20, 2020

May 18, 2020

June 15, 2020

July 20, 2020

August 17, 2020

September 21, 2020

October 19, 2020

November 16, 2020

December 21, 2020