

CITY OF LAKE ST. CROIX BEACH
16455 20TH STREET SOUTH
WASHINGTON COUNTY, MINNESOTA

SPECIAL MEETING
MINUTES
JANUARY 28, 2019

5:30 PM

MEMBERS PRESENT: Tom McCarthy, Pete Ludwig, Noah Bluesky, Dawn Bulera

MEMBERS ABSENT: JP Armstrong

STAFF PRESENT: Dave Engstrom, Kathy Laur and Kevin Sandstrom

CALL TO ORDER: Mayor McCarthy called the meeting to order at 5:30 pm.

The purpose of the closed special meeting was to discuss staff performance reviews. At the request of city staff, the meeting was closed to the public. Dave Engstrom received a favorable review from Mayor McCarthy. Kathy Laur also received a favorable review from City Clerk/Administrator Engstrom.

The meeting lasted 22 minutes.

Mayor McCarthy made a motion to adjourn the meeting at 5:52 pm, seconded by Councilmember Ludwig.

CITY OF LAKE ST. CROIX BEACH
16455 20TH STREET SOUTH
WASHINGTON COUNTY, MINNESOTA

REGULAR MEETING
MINUTES
JANUARY 28, 2019

6:00 PM

MEMBERS PRESENT: Tom McCarthy, JP Armstrong, Pete Ludwig, Noah Bluesky and Dawn Bulera

MEMBERS ABSENT:

STAFF PRESENT: Dave Engstrom, Kathy Laur, City Treasurer Tom Niedzwiecki, Attorney Kevin Sandstrom and City Engineer John Parotti

OTHERS PRESENT: Chris Smith,

1. **CALL TO ORDER:** Mayor McCarthy called the meeting to order at 6:08pm
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVE AGENDA**

One change under City Clerk Engstrom's report was the need to add letter of support to Washington County for the Environmental Advisory Committee

Mayor McCarthy made a motion to approve the agenda, seconded by Councilmember Ludwig. Motion passed 5-0.

4. **CONSENT AGENDA**
 1. Approve Minutes of the City Council Meeting on January 7, 2019
 2. Approve Minutes of City Council Meeting on December 17, 2018
 3. Appointment of Marilyn Siebenaler to Environmental Advisory Committee
 4. Pettitt Park Fee Schedule

Mayor McCarthy made a motion to approve the consent agenda, seconded by Councilmember Ludwig. Motion passed 5-0.

OPEN COMMENTS FROM THE PUBLIC

5. **PUBLIC COMMENTS (Agenda Items)**
6. **PUBLIC SAFETY REPORTS**
 - A. Law Enforcement – 19 calls to LSCB for the Sheriffs Dept.

- B. Emergency Response and Fire – 3 EMS calls for the Fire Department
- C. Animal Control – Nothing

7. VALLEY BRANCH LIBRARY – Update from Washington County

- Upgrades to the library include meeting space, additional collections, a variety of spaces, expanded services, updated design and larger location
- The size of the library will increase.
- Construction will take place between May and July 2019. Expected 2-3-month construction schedule.
- Proposed layout includes very few walls – open concept; fluid design.

CITY STAFF REPORTS

A. City Treasurer, Tom Niedzwiecki

- Approval of claims and supplemental claims

Councilmember Ludwig made a motion to approve check numbers 17977 + 18231 thru 18279 Voided check 18232 and direct deposits/auto pays 201901001 to 201901031 for a total of \$74,587.92, seconded by Mayor McCarthy. Motion passes 5-0

- Financial Reports

The Treasurer recommends taking \$15,000 from the general fund and moving it to the street improvement fund. The reason for the transfer of funds is because we are not moving enough funds to street improvements.

Councilmember Armstrong made a motion to move \$15,000 from the general fund (43107) to the street improvement fund (402), seconded by Councilmember Ludwig. Motion passes 5-0.

- Staff pay recommendations – City Attorney Sandstrom reviewed what was discussed at the Closed Special Meeting. City Clerk would receive a \$5,000 increase retroactive to January 1. Deputy Clerk would receive a 3% increase retroactive to January 1. As of April 1, once Treasurer duties are taken over by the Deputy Clerk, another increase of 7% would be given. Once the Deputy Clerk takes over the Treasury duties the current Treasurer would become the Deputy Treasurer until 2020 with a monthly stipend of \$400.

Mayor McCarthy made a motion to approve the increases based on the Treasurer's recommendations, seconded by Councilmember Armstrong. Motion passes 5-0

B. City Engineer Parotti

- 2018 Street Project is nearly complete. In the spring the last lift of pavement will be the parking lot at City Hall.
- The contractor may request an incremental payment before spring.
- Will review with staff the 2019 improvements before spring.
- Future projects may include Queens/Itasca Ave. Queens is in LSCB and Itasca is in St. Mary's Point. St. Mary's Point. It's the same street it changes names in each city. St. Mary's Point is planning on doing a lay-over of Itasca. LSCB

may have other streets that have a higher priority for repairs. Engineer Parotti will discuss with city staff in the weeks to come.

C. City Attorney Sandstrom

- Resident Bob Hegna would like to do a lot line adjustment because he has a lot that is in both LSCB and St. Mary's Point. He will be coming before the City Council in the near future to discuss the lot adjustment.
- Veteran's Memorial Park Dedication Ordinance

Mayor McCarthy made a motion to adopt Ordinance 2019-02 to formally dedicate the Veterans Memorial Land to a public park, seconded by Councilmember Bluesky. Motion passes 5-0.

D. City Clerk/Administrator – Engstrom

- Chris Smith, Chairperson of the EAC, is asking for a letter of support from the City Council to Washington County to trim down the invasive species along the bike trail on County Road 18.

Councilmember Ludwig made a motion to send a letter of support to Washington County, seconded by Mayor McCarthy. Motion passed 5-0

E. Deputy Clerk – Laur

- Document Scanning – in cooperation with the City of Lakeland. The city would like to do document scanning of its permanent files and would like for the council to budget the cost of the project for next year 2020.
- 2019 City Clean Up Day – There is money in the budget to have a clean up day in spring 2019. A date for the event needs to be decided and a plan in place for how it should be executed.

F. Building Permit – Nothing to report

8. NEW BUSINESS

9. OLD BUSINESS

10. COUNCIL/STAFF REPORTS

Councilmember Armstrong – Has begun to research live streaming City Council meetings. Currently the WIFI at City Hall is not good enough. Comcast needs to come out and do an inventory of what we have and what we need to accomplish in order to live stream the meetings. City Clerk Engstrom will contact Comcast and have them come out to do an inventory of our current equipment.

Councilmember Ludwig – Nothing to report

Councilmember Bluesky – Nothing to report

Councilmember Bulera – Went to Valley Branch Watershed meeting and found it very interesting, will try to get to most of their meetings. They meet twice a month. Will be attending the Yellow Ribbon Alliance meeting next week. Talked to a woman at Washington County and would like to include a recycling card in the newsletter. Concerned about all of the snowmobilers going places they shouldn't be like up the bluffland and on the berms.

Mayor McCarthy – Nothing to report

11. ADJOURN

Mayor McCarthy made a motion to adjourn the meeting at 7:46 pm, seconded by Councilmember Ludwig. Motion passed 5-0

The next regular City Council Meeting will be February 21, 2019.

Respectfully submitted by:

Kathy Laur, Deputy City Clerk