



**ALBERTVILLE CITY COUNCIL**

**June 20, 2011**

**MINUTES**

**ALBERTVILLE CITY HALL**

**7:00 PM**

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Mayor Meehan called the meeting to order at 7:02 p.m. followed by the Pledge of Allegiance.

**ROLL CALL**

**PRESENT:** Mayor Mark Meehan, Council members John Vetsch, Jillian Schommer, Larry Sorensen, and Dan Wagner

**STAFF MEMBERS PRESENT:** City Planner Alan Brixius, City Attorney Mike Couri, City Administrator Larry Kruse, City Clerk Bridget Miller, and City Engineer Adam Nafstad

**ABSENT:** none

**CITIZEN FORUM**

No comments

**RECOGNITION-PRESENTATION-INTRODUCTIONS**

No comments

**AMENDMENTS TO THE AGENDA**

Mayor Meehan asked if there were amendments to the agenda. Council member Vetsch added:

7.J.1. Legal – Correspondence received regarding the Karston Cove 3<sup>rd</sup> Addition

City Attorney Couri began with the comment that staff will be working together to draft a letter responding to the correspondence received from the new owners of the Karston Cove 3<sup>rd</sup> Addition regarding the Letter of Credit that is now in the City's possession.

Council member Vetsch stated that we can talk about this later in the meeting under Legal.

CMs Wagner/Sorensen **motioned** to approve the Monday, June 20, 2011 agenda as amended adding item 7.J.1. Legal – Discussion on the Correspondence received regarding the Karston Cove 3<sup>rd</sup> Addition. Motion carried unanimously.

### **CONSENT AGENDA**

No comments

### **DEPARTMENT BUSINESS**

#### **CITY COUNCIL**

##### *Oral Update on the STMA Arena Board meeting*

Council member Wagner began the update by stating the STMA Youth Hockey Association would like to do something to support the fund raising for the second sheet of ice. Wagner was not sure what the background or history of how the financing was handled, which may add to the hesitation from the STMA Youth Hockey Association in the thought of the City of Albertville managing the funds that would be raised. The STMA Youth Hockey Association would like to be included in the control and say how the funds would be spent. If the second sheet of ice is going to take a while to construct, the Hockey Association would look elsewhere to construct a facility that would house the sheet of ice.

Wagner went on by commenting on how much money is being expected from the STMA Youth Hockey Association. \$600,000 is a fair amount to raise with the end total being set at \$1,000,000.

Council member Sorensen shared that staff looked at the STMA Arena facility following the recent hail storm. Jerry Zachman of Zachman Construction met with the Albertville Building Official to inspect the roof, which does show significant damage to move forward with a repair.

City Administrator Kruse shared that he is working with the property owner to the north of the STMA Ice Arena known as L & D Trucking. The STMA Arena Board listened to staff regarding the potential of investing \$900 on an appraisal of the property for consideration of purchasing. The site abuts the current STMA Ice Arena, which would be a good fit for the expansion of a second sheet of outdoor ice until such time a structure could be built around the ice. It is not the end product of an indoor second sheet of ice that the STMA Youth Hockey Association would

like to see; however, it would temporarily meet the needs of providing additional ice for at least practicing.

Kruse went on to explain if the appraisal came back on the high end or if there was the possibility of entering into a 'Contract for Deed' on the property. A draft layout was displayed to give the Council an idea of how to utilize the property to include 3+ outdoor rinks. There was a consideration of moving the Central-City Park outdoor ice rinks to the location so it would be in one location. The employees or members could help in flooding all the rinks with the STMA Ice Arena serving as a warming house that is staffed.

Council member Sorensen reiterated that the STMA Ice Arena Board did not want to spend the \$900 for the appraisal.

Mayor Meehan asked how much money is in the STMA Second Sheet of Ice, which it was reported there have been no funds collected at this time. Wagner and Sorensen explained that the STMA Youth Hockey Association is concerned with the Albertville city offices being in charge or control of the funds they would raise. As stated earlier, the Hockey Association would like to have a say on where the funds are allocated or spent in the event this doesn't happen as soon as needed. The STMA Youth Hockey Association may take the funds to find another location in the area to construct a facility to house the sheet of ice.

Mayor Meehan directed City Administrator Kruse to put some options together to use the L & D Trucking property as a potential site to expand the STMA Ice Arena with an outdoor sheet of ice.

*Oral Update on the Planning and Zoning Commission meeting*

Council member Wagner began by reporting the Commission had two (2) public hearings. The first one dealt with an Ordinance Amending regarding the Flood Insurance that Council wanted to see. The second hearing was on the amendment to the Comprehensive Parks and Trails Plan that would demonstrate the connection of trails and sidewalks throughout Albertville.

City Planner Brixius informed the Council that later in the meeting we will go into more detail on the Comp Trail Plan.

Mayor Meehan brought up whether there has been an progress with setting up a joint meeting with the Planning and Zoning Commission members yet. City Planner Brixius shared that the Council is welcome to attend any Planning and Zoning Commission meeting. When the agenda is prepared and posted there is a language on the bottom that "A quorum of Council members may be present".

Meehan wanted a more definite date set to meet and discuss any concerns or issues in Albertville. There are a couple of new Council members as well as new Commission members. City Planner Brixius suggested holding a workshop following the next Planning Commission meeting which will be Tuesday, July 12 that begins at 7:00 p.m.

Mayor Meehan looked to the Council for acceptance or approval of the date, which all Council members would be available to meet and open the workshop up to discuss any concerns regarding past and future development within the Albertville city limits.

**FIRE DEPARTMENT**

No comments

**PUBLIC WORKS-PARKS DEPARTMENT**

No comments

**Utilities DEPARTMENT**

No comments

**BUILDING DEPARTMENT**

No comments

**FINANCE DEPARTMENT**

*Authorize the Monday, June 20, 2011 Payment of Claims (bills) for check numbers*

Council member Sorensen had a concern with check no. 029921 made payable to Sun Press & Newspapers in the amount of \$505.88. Sorensen wanted clarification on the size of the 'thank you – parks night' ad that was placed in the Crow River News. Administrator Kruse shared it was a reasonably sized notice to Thank the businesses that provided gift items for the Spring Town Hall Open House and for Parks Night drawings.

Council member Schommer then asked about check no. 029918 made payable to Pitney Bowes – Machine Rental in the amount of \$608.22. City Administrator Kruse reported the city rents various pieces of office equipment such as a machine that folds and stuffs the utility bills into the envelopes. Council member Schommer just wanted to know why the City leases versus owning a machine. Administrator Kruse commented he would get the comparison information to Schommer via e-mail.

CMs Sorensen/Vetsch **motioned** to authorize the Monday, June 20, 2011 Payment of Claims (bills) for check numbers **029876 to 029928** in the total amount of \$104,148.68 as presented,

scanned with supporting documents; the electronically scanned version will be kept on file in the office of the Finance Director that will serve as the City's official record. Motion carried unanimously.

**CITY CLERK**

*Approve the Monday, June 6, 2011 regular City Council meeting*

CMs Sorensen/Schommer **motioned** to approve the Monday, June 6, 2011 regular City Council minutes as presented. Motion carried unanimously.

*City Clerk's Report*

City Clerk Miller asked if the Council members had any questions or concerns related towards to the two items in the report.

CMs Vetsch/Schommer **motioned** to accept the City Clerk's Report as submitted in the packet. Motion carried unanimously.

**PLANNING**

*Approve **Resolution No. 2011-018** entitled a Resolution Amending the Albertville Comprehensive Plan adopting the 2011 Albertville System Plan*

City Planner Brixius reported that earlier this year the City hosted an Open House to obtain comments and concerns from the general public. The parks and trails map were on display for public viewing during the 2011 Spring Town Hall meeting, where staff again received positive feedback from the public. In addition to providing sidewalks and trails throughout Albertville, it is also a promotional way of supporting health and fitness to the community.

Brixius shared the most popular comment received by the residents, which were the residents like their sidewalks and trails. Residents complained you might say with the safety issue crossing CSAH 19 (LaBeaux Avenue NE) as the road is over four-lanes wide. There may be signalized lights, but there is that hidden fear of a car traveling at the suggested speed limit not seeing the pedestrian as they are in the middle of the intersection until it may be too late.

Brixius went on to comment on the trail system that goes through the Cedar Creek and possibly Center Oaks Developments are either asphalt or concrete. Where the two (2) types of material meet up the grading does not always match up. Staff is reviewing the potential of changing some of the bituminous trail to concrete, which would seem more appropriate.

Brixius moved on to the historical part of Albertville bringing up the fact there are very minimal sidewalks if any. The most common would be those that travel to the school. The streets and roadways through the section of town are wider than the newer part making it a consideration to strip off a segment that would be designated as a trail through the area.

The heavy traffic areas that would require additional safety concerns are the collector-distributor streets. These would include and are not limited to: CSAH 18 (Jason Avenue NE), CSAH 19 (LaBeaux Avenue NE), CSAH 37 (60<sup>th</sup> or 61<sup>st</sup> Street NE), 50<sup>th</sup> Street NE (CSAH 35), 70<sup>th</sup> Street NE, MacIver Avenue NE, and Main Avenue NE (CSAH 35).

Staff has been directed with coordination from the City of St. Michael to submit a Safe Route to School sidewalk-trail system. The application was completed and submitted to the State of Minnesota for a grant. Part of the funds would be used towards completing or constructing a trail along CSAH 18/Jason Avenue NE that would connect Albertville to the new STMA High School campus grounds. It has been reported students are walking along the road or other sections to and from the school. This street is busy and there are concerns with the students walking along the road.

One obstacle staff is noticing is there are sections of Albertville that have 8-foot trails and 4 to 5 foot sidewalks. Brixius stated that staff is recommending setting a standard width for the sidewalks for future installation. The language staff will prepare would be similar to that of the Street Detail Plates. In moving forward with the Comp Trail Plan System, it would include amending the 2005 Albertville City Code to change the current language. Parts of the language amendment would deal with the Park Dedication language to include standards for sidewalk and or trail installation.

As the discussion continued, Brixius recommended in relation to a trail going between two (2) residential homes that but up to the Cedar Creek Golf Course and another area in the Park View Place Addition. These areas will be reviewed on a case-by-case basis.

In conclusion, Brixius stated that staff along with the Council has learned that sidewalks within Albertville are a sensitive area with residents.

CMs Schommer/Sorensen **motioned** to approve **Resolution No. 2011-018** entitled a Resolution Amending the Albertville Comprehensive Plan adopting the 2011 Albertville System Plan removing the two items under **NOW, THEREFORE BE IT RESOLVED,:**

1. Investigate the potential of providing a trail along the south side of School Lake with the I-94 ramp project.
2. Include overland trail along the west side of Swamp Lake.

Motion carried unanimously.

Council looked to City Engineer Nafstad for an update on the Safe Route to School application. Nafstad reported the grant was submitted just last Thursday, June 16. It was a joint effort from both St. Michael and Albertville. Nafstad stated he would let the Council know when staff hears from the State regarding the application. Obviously taking into account the State Shutdown will have some impact on the timeline for approval.

#### **ENGINEERING**

Council asked the Engineer to update them on the status of the I-94 Project. Nafstad commented that staff is responding to MnDOT's questions or concerns. Notification went to the two (2) property owners regarding the purchase of the permanent right-of-way easement. The City has not heard back yet as the correspondence went out following the June 6, 2011 meeting.

Taking into account the potential of the State Shutdown, that will definitely play a role in the timeline. All projects will come to a halt until the State balances the budget. Staff continues to remain positive that the project will move forward with very minimal obstacles.

#### **LEGAL**

*Discussion on the Written Notice Regarding Karston Cove 3<sup>rd</sup> Addition (this item was added to the agenda)*

As stated at the beginning of the meeting, City Attorney Couri repeated that staff will be reviewing the letter during the Consultant Staff meeting on Tuesday discussing the options. Couri and Nafstad will work together on a response to the new owners of the Karston Cove 3<sup>rd</sup> Addition. Couri shared that as he reviewed the letter it is the understanding that the owners would like to re-zone the property back to an Outlot with the City then turning over the Letter of Credit.

Nafstad added that the townhomes that have been approved for development will not meet the current elevation standards. When it presented for final development approval, the floor elevations were lower. After the past couple of years recording and noting the amount of rain that accumulates, the site and building plans that were approved will not work for the site.

Couri continued stating staff will include in the letter releasing the appropriate and correct information to clear up the honest misunderstanding between the current owners and the City.

Council member Vetsch acknowledged the fact there are minimal residents in the development. Vetsch threw out the idea if the City could retain some of the funds from the Letter of Credit so it could be applied towards the Karston Cove Homeowners Association. The proposed lots for development were included in the costs associated with the upkeep; therefore, putting a possible hardship on the current members/residents in the development to pick up or increase their portion of the association fees.

Couri didn't think the City could retain or obtain a portion of the funds from the Letter of Credit for the Karston Cove 3<sup>rd</sup> Addition Homeowners Association as the funds were designated towards the installation of the street and other utilities in the development; however, that would be a nice thought.

**ADMINISTRATION**

City Administrator Kruse gave some quick updates. Kruse commented that the City Hall air-conditioning unit was down. Weidner's was here last Friday, June 17 replacing the compressor. There was some warranty on the unit; however, there are additional costs that were not covered such as the rental of a crane.

Friendly City Days was another successful event. Staff didn't hear too many complaints regarding the noise or other problems.

Lannes and myself have been looking over the finances and putting together preliminary numbers for the 2012 Budget. We will be looking at the calendar for the next couple of meetings to set up some budget workshops.

**ANNOUNCEMENTS and or UPCOMING MEETINGS**

Friendly reminder there will be a public hearing on Tuesday, July 5, which was in the Thursday, June 16, 2011 Crow River News. The Public Hearing is for the GO Bonds for the new Public Works Facility located off of 63<sup>rd</sup> Street NE.

**June 2011**

**27 6:00 p.m. Joint Powers Water Board meeting**

June-11						
Su	M	Tu	W	Th	F	Sa
19	CC 20	21	22	23	24	25
26	JP 27	28	29	30		

July 2011

- 4 all day Independence Day observed – City offices closed
- 5 7:00 p.m. City Council meeting- TUESDAY
- 11 6:00 p.m. STMA Ice Arena Board meeting
- 12 7:00 p.m. Planning and Zoning Commission meeting
- 18 7:00 p.m. City Council meeting
- 25 6:00 p.m. Joint Powers Water Board meeting

July-11						
Su	M	Tu	W	Th	F	Sa
					1	2
3	H 4	cc5	6	7	8	9
10	Ice 11	PZ 12	13	14	15	16
17	cc 18	19	20	21	22	23
24	JP 25	26	27	28	29	30
31						

ADJOURNMENT

CMs Sorensen/Schommer **motioned** to adjourn the Monday, June 20, 2011 regular City Council meeting at 8:37 p.m. Motion carried unanimously.

---

Bridget Miller, City Clerk (recording secretary)