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**PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

**APPROVED City Council Work Session Minutes
MARCH 6, 2017
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
1:30 P.M.**

1. **THE MEETING WAS CALLED TO ORDER** at 1:30 P.M. by Mayor Bend.

2. **ROLL CALL:** Council Members Nelson, Ross, Richter, Palmquist, and Mayor Bend. Absent: None.
Quorum Present.

ALSO PRESENT: Todd Hubmer and Nick Guilliams, City Engineers, and City Administrator Ron Moore.

3. **APPROVAL OF AGENDA –**

Agenda for the Special City Council Work Session of March 6, 2017

Motion/Second: Richter/Palmquist. To approve the agenda of the March 6, 2017 Work Session as presented. Motion carried 5-0-0.

4. **CITY COUNCIL BUSINESS**

A. Downtown Village Improvements Project. Todd Hubmer, City Engineer, explained that the City has in place sufficient funding from its funding partners to complete the reconstruction of County Road 21, construction of the wastewater treatment system, construction of the sanitary sewer lift station and the forcemain from the lift station to the treatment system and construction of the Pike Avenue local detour route for access to the downtown businesses. The remaining funding is currently in the bonding bill which is working its way through the state legislative process. Hubmer indicated he has talked to the legislative leadership, all of whom indicated they believed the bonding bill would be approved. Hubmer recommended that the Council approve a notice to proceed, with the plan to delay elements of the project if the bonding bill is not approved.

Richter indicated he would like a detailed list of items to be delayed if the bonding bill is not approved.

It was the consensus of the Council that a notice to proceed be issued to the contractors.

Palmquist indicated it is important that the next City Newsletter include an article indicating Afton is open for business during construction and encouraging Afton residents to shop local.

Todd Hubmer explained a request from the Lumberyard Pub for parking spaces on St. Croix Trail in front of the Pub. The spaces can be provided by moving the existing retaining wall closer to the patio, but still remaining in the public right-of-way. The Pub is supportive of this plan. The consensus of the Council was that, if the Pub wants the parking and if the County is supportive of the plan, the Council is supportive also.

Todd Hubmer indicated that, to facilitate finalizing the funding agreement with the PFA, an assessment hearing should be held in April, so that any appeals are known at the time of finalizing the funding agreement. The Council agreed that at the March 21 regular Council Meeting a date should be set for an assessment hearing. The Council also agreed that the hearing should be held at a time separate from a regular Council meeting and should be held at a venue larger than the Council Chambers, such as the Memorial Lutheran Church Fellowship Hall.

57 **Motion/Second: Bend/Nelson. To continue the work session until after the Special Council meeting**
58 **that was scheduled for 2:00 p.m. Motion carried 5-0-0.**

59
60 Bend called the Council work session back to order at 3:35 p.m.

61
62 (Council Member Palmquist excused himself from the meeting at 4:00 p.m.)

63
64 **B. 2017 Goal Setting.**

65 Moorse indicated the list of goals from 2016 with completed goals shown in bold was provided in the agenda
66 packet.

67
68 Mayor Bend suggested that, because the Council will be meeting with the Planning Commission the evening
69 of March 6, the goals discussion should focus on planning and zoning-related goals.

70
71 Nelson suggested the 2017 goals should include identifying uses in the Industrial zones that are desired and
72 not desired.

73
74 Bend suggested obtaining GIS capability, and particularly seeking a grant to update the Natural Resources
75 inventory, to add mapping capabilities.

76
77 The Council discussed improving communication between the Council and the Planning Commission and
78 other commissions/committees. Richter suggested checking with the League of Minnesota Cities regarding
79 how the City Council and the Planning Commission should best work together.

80
81 Ross suggested revising/updating the City's disaster recovery plan.

82
83 Richter suggested the sketch plan review process needs to be more clear and formalized. He also indicated
84 long term planning to proactively identify parcels that could qualify for a PLCD and to identify the optimal
85 access points for future developments is needed. He also indicated improved zoning review early in the
86 development process is needed to identify at the earliest time any items that are in violations of the City's
87 regulations.

88
89 Nelson suggested the need to identify future infrastructure alignment in advance of development.

90
91 The Council also discussed the need to identify open space corridors based on natural resources, natural
92 features, and environmentally sensitive areas for preservations and protection and for future connection as part
93 of development planning.

94
95 Nelson suggested the Council meet in a work session to view the Carlson PLCD site.

96
97 Bend suggested looking into hiring a consultant for a specific purpose related to the update of the
98 Comprehensive Plan, such as resilience planning, rather than for a broad planning process.

99
100 Richter suggested the need to update the City's emergency management planning, particularly the roles of the
101 Mayor and Council in a disaster situation.

102
103 **5. ADJOURN –**

104
105 **Motion/Second: Bend/Nelson. To adjourn the meeting at 4:34 P.M. Motion carried 4-0-0.**

106
107 Respectfully submitted by:

108
109

Ronald J. Moorse, City Administrator

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113

Approved by Council (on March 21, 2017) as (check one): Presented: X Amended: _____

Signed by Mayor Richard Bend _____ Date _____