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

**APPROVED** Special City Council Meeting Minutes  
**MARCH 6, 2017**  
**Afton City Hall**  
**3033 St. Croix Trail**  
**Afton, MN 55001**  
**2:00 P.M.**

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1. **THE MEETING WAS CALLED TO ORDER** at 2:38 P.M. by Mayor Bend.

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

**ALSO PRESENT:** Todd Hubmer and Nick Guilliams, City Engineer, and City Administrator Ron Moorse.

3. **APPROVAL OF AGENDA –**

Agenda for the Special City Council Meeting of March 6, 2017-

**Motion/Second: Bend/Ross. To approve the agenda of the March 6, 2017 Special City Council Meeting with the addition of Change Order No. 3 for the Downtown Village Improvements Project and the 30<sup>th</sup> Street Culvert Replacement. Motion carried 5-0-0.**

4. **CITY COUNCIL BUSINESS**

A. **Purchase of wetland credits.** Todd Hubmer, City Engineer, explained the need for wetland credits to meet permitting requirements of the Corps of Engineers and Valley Branch Watershed District, due to filling of wetlands related to the levee upgrade project. Although the Council approved the wetland credits purchase in January of 2016, the delay of the project put the permitting process, including the purchase of wetland credits, on hold. Because the wetland bank of the Board of Soil and Water Resources has been exhausted, the cost of purchasing wetland credits from private individuals has increased significantly. The cost of the wetland credits is \$52,248.31, which includes a state fee of \$3,188.86.

**Motion/Second: Bend/Palmquist. To approve the purchase agreement for the purchase of wetland credits in the total amount of \$52,248.31, which includes the state fee of \$3,188.86. Motion carried 5-0-0.**

B. **Change Order No. 3 for the Downtown Village Improvements Project.** Todd Hubmer, City Engineer, explained that the change order is related to the design changes needed to reroute sewer and stormwater lines around the Rattlesnake Mound. The change order amount is \$24,192.96.

**Motion/Second: Palmquist/Ross. To approve change order No. 3 to the Downtown Village improvements project, in the amount of \$24,192.96. Motion carries 5-0-0.**

C. **30<sup>th</sup> Street Culvert Replacement.** Nick Guilliams, City Engineer, explained the pricing for the 30<sup>th</sup> Street culvert replacement project, which involves the City purchasing the materials and Tri County providing the installation. The Council had a number of questions regarding the total cost of the project and directed that this item be placed on the agenda for the March 21 regular Council meeting. Nick Guilliams suggested the Council approve the purchase of the culvert, at a cost of \$25,155.97, because it takes a substantial amount of time to fabricate the culvert.

**Motion/Second: Bend/Ross. To approve the purchase of the culvert for the 30<sup>th</sup> Street culvert replacement project at a cost of \$25,155.97. Motion carried 5-0-0.**

57 D. **City Clerk Hiring Process.** Moorse provided an update regarding the City Clerk hiring process. The  
58 candidate to whom an offer was made did not accept the City's offer and had countered with a substantially  
59 higher compensation level related to the cost of medical insurance. The Council agreed that other  
60 candidates that were interviewed were very well qualified, and would also be a good fit for the position.

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62 **Motion/Second: Bend/Palmquist. To repeat the City's original offer to the initial candidate, and if**  
63 **the offer is not accepted, make an offer to Julie Yoho at the entry-level pay rate. Motion carried 5-0-**  
64 **0.**

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66 **ADJOURN –**

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68 **Motion/Second: Bend/Ross. To adjourn the meeting at 3:33 P.M. Motion carried 5-0-0.**

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70 Respectfully submitted by:

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73 \_\_\_\_\_  
74 Ronald J. Moorse, City Administrator

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76 **Approved by Council (on March 21, 2017) as (check one): Presented:  X  Amended: \_\_\_\_\_**

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78 **Signed by Mayor Richard Bend \_\_\_\_\_ Date \_\_\_\_\_**