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

**APPROVED** City Council Special Meeting Minutes  
**APRIL 24, 2017**  
**Afton City Hall**  
**3033 St. Croix Trail**  
**Afton, MN 55001**  
**5:45 P.M.**

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1. **THE MEETING WAS CALLED TO ORDER** at 6:38 P.M. by Mayor Bend.

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

**ALSO PRESENT:** Diane Hankee, City Engineer, and City Administrator Ron Moorse.

3. **APPROVAL OF AGENDA –**

Agenda for the Special City Council Meeting of April 24, 2017-

**Motion/Second: Richter/Palmquist. To approve the agenda for the April 24 Special Council meeting.  
Motion carried 5-0-0.**

4. **CITY COUNCIL BUSINESS**

A. **Street Improvement Planning** – Moorse indicated the low bid for the 2017 Pavement Management Project came in substantially under the estimated cost. The street construction cost including Alt. No. 1, plus the culvert replacement costs, plus the engineering costs is a total of \$2,512,730.34. Adding a 5% contingency to this amount would increase the total cost to \$2,764,000. This amount is \$736,000 less than the \$3,500,000 bond issue, the proceeds of which will be minimally reduced by issuance costs. The Public Works Committee met on Thursday, April 13 to discuss options for the use of the unused bond proceeds. These options included adding more miles of street improvements to the 2017 Pavement Management Project and bidding a second street improvement project with additional streets. The Committee's discussion also included options for River Road improvements. The Council reviewed two spreadsheets prepared by Stan Ross, one showing the costs related to the bid awarded plus additional streets recommended to be improved in 2017, and the other showing roads remaining to be improved.

The Council discussed a supplemental agreement with the Park Construction Company to add more roads to the project up to an additional cost of \$517,000, plus small segments that make sense to complete because they are adjacent to other roads in the project. The Council also discussed an additional bid process for remaining streets on the road planning spreadsheet up to a cost of \$200,000.

**Motion/Second: Nelson/Bend. To approve entering into a supplemental agreement with Park Construction Company for additional miles of streets at the same unit prices, to be brought to the next Council meeting, and to move forward with a second bid process for additional streets with an estimated cost of up to \$200,000. Motion carried 5-0-0.**

B. **City Clerk Hiring Process.** Moorse provided an update regarding the City Clerk hiring process. He indicated the Personnel Committee had updated the Council on the need for flexibility in a compensation package to enable the City to be successful in hiring a quality candidate for the City Clerk position. The Personnel Committee has identified two candidates who each have different needs in relation to a compensation package. The Committee provided information regarding the compensation package needs. The Council authorized the Personnel Committee to meet the compensation package needs of the recommended candidate, subject to reference checking with a former supervisor, and requested that copies of the candidate's resume be provided to the Council.

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**Motion/Second: Nelson/Palmquist. To approve the hiring of the Personnel Committee's recommended candidate, subject to completion of the reference checking process. Motion carried 5-0-0.**

**C. Downtown Village Improvement Project** – Moose indicated there was no action required related to this item.

**ADJOURN –**

**Motion/Second: Bend/Ross. To adjourn the meeting at 7:53 P.M. Motion carried 5-0-0.**

Respectfully submitted by:

\_\_\_\_\_  
Ronald J. Moose, City Administrator

**Approved by Council (on May 16, 2017) as (check one): Presented: \_\_\_\_ Amended: \_\_\_\_\_**

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