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

City Council Regular Meeting Minutes
Approved July 18, 2017
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
7:00 P.M.

1. **THE MEETING WAS CALLED TO ORDER** at 7:00 P.M. by Mayor Richard Bend

2. **THE PLEDGE OF ALLEGIANCE** – was recited.

3. **ROLL CALL:** Mayor Richard Bend, Council Members Nelson, Richter, Palmquist, Ross. **Quorum Present.**

ALSO PRESENT: Diane Hankee (City Engineer), City Administrator Ron Moore, City Attorney Fritz Knaak, and City Accountant Tom Niedzwiecki (for last portion of the meeting)

4. **APPROVAL OF AGENDA** – [some agenda items were discussed out of sequence]

A. Agenda for the Regular City Council Meeting of July 18, 2017

Motion/Second: Richter/Palmquist To approve the agenda of the July 18, 2017 Regular City Council Meeting. Motion carried 5-0-0.

5. **APPROVAL OF MINUTES**

A. Minutes of the May 23, 2017 Special City Council meeting, continued to May 30 and June 9, 2017

Motion/Second: Bend/ Nelson To approve the minutes of the May 23, 2017 Special City Council meeting only; review other minutes separately. Motion passed 5-0-0

Motion/Second: Bend/Richter To approve the minutes of the May 23 Special City Council meeting as continued on May 30, 2017. Motion passed 4-0-1 (Palmquist abstain due to absence)

Motion/Second: Bend/Ross To approve the minutes of May 23 Special City Council meeting as continued on June 9, 2017. Motion passed 4-0-1 (Palmquist abstain)

B. Minutes of the June 20, 2017 Regular City Council Meeting

Council member Richter noted a correction to line 125 “line of sight easement” stated by Mr. Bush. Administrator Moore reviewed the tape and stated that Mr. Bush had he indicated “a line of sight easement would be needed from the Grahams for the road”.

Motion/Second: Palmquist/Nelson To approve the minutes of the June 20, 2017 Regular City Council meeting with change noted above. Motion passed 4-0-1 (Mayor Bend abstain due to absence)

C. Minutes of the June 22, 2017 Special City Council Meeting

Bend attended a portion of the meeting electronically

Motion/Second: Nelson/Ross To approve the minutes of the June 22, 2017 Special City Council meeting. Motion passed. 5-0-0.

6. **PUBLIC INPUT** –

Kathy Bolton Iverson, 3613 St. Croix Trail. Kathy told the council about her perennial garden along 37th street which was ruined during the construction. She is also concerned about the lack of sidewalk by her

52 property. Mayor Bend suggested this issue be on the agenda for the August City Council meeting.
53 Administrator Moose stated he will be working with the engineers on the sidewalk issue.

54
55 **7. REPORTS/PRESENTATIONS -**

56 **A. Sheriff's Monthly Report**

57 None

58
59 **B. Tom Niedzwiecki, Budget Report**

60 Tom provided information on the financial report and supplemental detail of expenses paid out in June.
61 He also provided an updated balance sheet on the Downtown Improvement Project.

62
63 **C. Lower St. Croix Fire District Report**

64 Tom Wilson provided an update on the Fire District's budget proposal and recent actions.

65
66 **D. Natalie Warren and Angelique Dahlberg, St Croix River Association**

67 Natalie Warren provided an overview of the "Landowners Guide of the Lower St Croix Riverway"
68 booklet which summarizes regulations for property owners. The Association also has online property info
69 and mapping for parcels within the boundary.

70 Council member Ross indicated he would like to have copies available at the museum.

71 Council member Palmquist stated this would be good information to mail out to all residents in the St.
72 Croix Bluffland and Shoreland District.

73 Mayor Bend agreed on mailing and asked staff to look into it.

74
75 Angelique Dahlberg provided an overview of the invasive species program that the St. Croix River
76 Association has, along with its strategic plan.

77
78 **8. CONSENT AGENDA**

79 **Motion/Second: Palmquist/Ross. To approve the consent agenda as presented, including Resolution**
80 **2017-40. ROLL CALL: all aye, motion passed 5-0-0.**

81 **A. Just and Correct Claims**

82 **B. 4M Fund Transfer – May – Resolution 2017-40**

83
84 **9. CITY COUNCIL BUSINESS**

85 **A. Planning Commission Report –**

86 Council member Richter provided summary of the meeting which was primarily discussion with Met Council
87 about the Comprehensive Plan update. Administrator Moose noted that the Met Council provided the
88 Commission with a checklist of information that will be required.

89
90 **B. Engineering Report – (Engineer Staff Report & Council Update)**

91 **1. July Staff Report**

92 City Engineer Diane Hankee summarized the review letter regarding the proposed access for the Carlson
93 Subdivision. There are concerns over the proposed access options. An option to locate the driveway to
94 the west where sight lines are better should be evaluated.

95 Council Member Richter stated his concern over the slope on proposed road grade.

96 Engineer Hankee stated that a final design with elevation data will be needed to make a final
97 determination.

98 Council Member Richter asked whether there is value to suggesting the developer look at a west entrance.
99 Administrator Moose stated that at the last council meeting the Council asked the developer to get the
100 technical design information for the access intersection to the City Engineer for review.

101 Mayor Bend asked whether council should be providing feedback on other comments.

102 Council Member Nelson stated that he would like to see what they come back with for design on the
103 entrance road. The DNR and MN Land Trust seem to like protecting the west area and value it.

104 Mayor Bend stated that the city doesn't yet have a formal application or plat on which to make decisions.
105 Council Member Richter stated that this process has started a long time ago.
106 Council Member Palmquist stated that an applicant has to go to the MN Land Trust and the DNR early
107 on if proposing to do a PLCD.
108 Council Member Richter indicated that the regular process is a sketch plan reviewed by administrator and
109 committees; then a prelim plat.
110 Council Member Ross stated the process is moving ahead; information has been requested that Diane will
111 analyze.

112
113 Engineer Hankee summarized other projects that have been reviewed by engineering staff.

114
115 Council Member Nelson stated that paving was done on the bus turn around by Belwin and they hadn't
116 been contacted.

117
118 2. Downtown Village Improvement Project Update

119 Administrator Moorse said the St. Croix Trail detour will begin between July 24 -26 and last for
120 approximately 6 weeks.

121 Council Member Palmquist stated that the curbs are in along Perrot and asked whether the water spring
122 issues there were resolved?

123 Administrator Moorse stated that drain tile was installed to reroute water away from the road

124 Council Member Ross expressed thanks to the WSB Contractors for their excellent work in prepping for
125 July 4th.

126
127 3. 2017 Pavement Management Project Update

128 Council Member Ross expressed concern over the street improvement financials, question over deflection
129 test

130 Engineer Hankee answered that estimates were built in to cover bad subgrade areas

131 Council Member Ross stated he is concerned costs will go over and about the number of unknown items
132 out of scope.

133 Mayor Bend asked whether a change order would be required for road corrections if they are over on
134 quantity.

135 Engineer Hankee replied yes, a change order would be needed. She can provide updated project
136 accounting and pay requests showing to-date quantities.

137
138 **C. Administration –**

139 1. Pay Voucher No. 3 from Geislinger and Sons, Inc. for the Downtown Improvement Project

140 **Motion/Second Palmquist /Ross To approve payment of Pay Voucher No. 3 from Geislinger and**
141 **Sons Inc. in the amount of \$1,407,010.94. Friendly amendment: Bend /Palmquist To delay payment**
142 **until the PFA funds are available for dispersal. Motion passed 5-0-0.**

143
144 2. Pay Request No. 4 from Ellingson, Inc for the Wastewater treatment System Project

145 **Motion/Second Palmquist/Ross To approve payment of Pay Request No. 4 from Ellingson, Inc. for**
146 **the Wastewater Treatment System Project in the amount of \$636,326.02 with payment to be held if**
147 **necessary depending on cash flow. Motion passed 5-0-0**

148
149 3. Pay Voucher No. 1 from Park Construction for the 2017 Pavement Management Project

150 **Motion/Second Ross/Nelson To approve payment of Pay Voucher No. 1 for the 2017 Pavement**
151 **Management Project from Park Construction Co. in the amount of \$917,255.26 with payment to be**
152 **held if necessary depending on cash flow. Motion passed 5-0-0**

153
154 4. DNR Flood Hazard Mitigation Grant Agreement - Resolution 2017-41

155 **Motion/Second Palmquist/Bend To approve Resolution 2017-41 regarding additional funding for**
156 **the DNR Flood Hazard Mitigation grant. Roll call: All aye, Motion Passed 5-0-0.**
157

158 5. Schedule Special City Council Meeting

159 **Motion/Second Palmquist/Ross To schedule a Special Council meeting for July 24 at 4:45pm.**

160 **Motion passed 5-0-0.**

161 Mayor Bend requested adding a discussion of calendaring software or task management system to the
162 agenda for the July 24 meeting.
163

164 6. Council Work Sessions

165 Administrator Moorse indicated the need to schedule work sessions in mid and late August or early
166 September to discuss the budget.
167

168 7. Special Benefits Appraisal Update

169 Administrator Moorse stated this topic will be discussed at the July 24 special meeting.
170

171 8. Possible resolution of two pending litigation matters involving Myhers parcel at 3395 St. Croix Trail.

172 **Motion/Second Bend/Nelson To go into a closed session to discuss pending litigation. Motion passed**
173 **5-0-0**

174 Closed session began at 8:34 PM

175 **Motion/Second Nelson/Richter to end closed session. Motion passed 5-0-0.**

176 Meeting resumed at 9:25 PM
177

178 **E. Committee Reports**

179 1. Public Works – toured roads on Friday.

180 2. Personnel – will have meeting soon

181 3. Parks – Town Square Park restroom foundation has been started.

182 4. Heritage Preservation Commission / Design Review – met last month, will apply for Legacy grant

183 5. Natural Resources and Groundwater – no meeting in July
184

185 **10. COUNCIL, CONSULTANT, AND STAFF REPORTS, ANNOUNCEMENTS, AND UPDATES**

186 A. Ward 1 Council Member Palmquist held a neighborhood meeting with Pennington Ave residents. They
187 are receiving high bids to hook up to the sewer. Council member Palmquist would like to explore solutions
188 to defray individual costs. The cities line ends at the bottom of the street, not at the individual property
189 lines.

190 Mayor Bend asked if the city has a legal obligation to bring the sewer line to property lines.

191 City Attorney Knaak replied that the city puts the utility in the street, residents are responsible to connect
192 to; it is unusual here that the connection is further away.

193 Mayor Bend requested that the city gather data from WSB engineering reports and that Knaak review
194 legal responsibilities in order to make decisions. Communicate to the residents that the City is aware of
195 the situation.

196 B. Ward 2 Council Member Richter - none

197 C. Ward 3 Council Member Ross provided an internet update. Some lines up and running and homes are
198 being hooked up. Speeds and areas vary. Residents can contact the CenturyLink Woodbury office.

199 D. Ward 4 Council Member Nelson – none

200 E. Mayor Bend – none

201 F. City Attorney Knaak – none

202 G. City Administrator Moorse - none
203

204 **11. ADJOURN –**

205 **Motion/Second: Bend/Ross. To adjourn the meeting. Motion passed 5-0-0.**
206

Afton City Council
Regular City Council Meeting
July 18, 2017

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Meeting adjourned at 10:15 PM

Respectfully submitted by:

JY

Julie Yoho, City Clerk

Approved by Council (August 15, 2017) as (check one): Presented: Amended: _____

Mayor Richard Bend _____ Date _____