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

APPROVED City Council Special Meeting Minutes
JANUARY 12, 2017
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
1:00 P.M.

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

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

ALSO PRESENT: Doug Green - Bond Consultant, City Engineer Diane Hankee, and City Administrator Ron Moorse.

- 1. OATHS OF OFFICE (A-C)** – City Administrator Moorse administered oaths of office to Mayor Bend, Council Member Nelson, and Council Member Palmquist.

APPROVAL OF AGENDA –

Agenda for the Special City Council Meeting of January 12, 2017

Motion/Second: Palmquist/Ross. To approve the agenda of the January 12, 2017 Special City Council Meeting as presented. Motion carried 4-0-0.

- 2. ANNUAL APPOINTMENTS - RESOLUTION 2017-01** – Mayor Bend opened the annual appointments for discussion.

Motion/Second: Nelson/Ross. To appoint Council member Palmquist as Mayor Pro Tem.

Council Member Ross suggested he was also interested in serving as Mayor Pro Tem. Council Member Palmquist indicated that, if Ross was interested in serving, he would be supportive of his appointment. Council Member Nelson withdrew his motion.

Motion/Second: Palmquist/Nelson. To appoint Council Member Ross as Mayor Pro Tem. Motion carried 4-0-0.

Mayor Bend suggested a process of rotating liaison positions among Council members.

Council Member Ross indicated his support of the Mayor's suggestion, and that he is interested in learning more about other committees and commissions.

Council Member Palmquist indicated the Park Committee was created with Council Members Nelson and Palmquist as members rather than liaisons; the same is true of the Public Works Committee.

Mayor Bend suggested the two levels or types of Council member roles on committees: (1) Serve as member and have voting ability, or (2) Convey information between the committee and the Council with no voting ability; directed this be placed on the February 21, 2017 City Council meeting agenda for the adoption of a policy regarding the role of council members on committees.

Council Member Nelson suggested the Council encourage more residents to serve on the Public Works Committee.

Council Member Palmquist indicated Ken Johnson's role on the Public Works Committee has been as a voting member, and his role should be remain as is.

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Mayor Bend suggested that, because there are a number of other agenda items for which the city’s consultants are present, the discussion of the annual appointments be tabled to a later point in the meeting.

3. REFINANCING OF THE DOWNTOWN VILLAGE IMPROVEMENTS PROJECT TEMPORARY BONDS SERIES 2015A

Doug Green, the City’s Bond Consultant, provided background information regarding the refinancing of the temporary bonds. He indicated there is approximately \$2.0 million remaining from the Series 2015A bond proceeds. The City has authorized an additional \$100,000 of engineering costs over the next three months. Given the uncertainty of the amount of state funding for the project, he recommended retaining an additional \$100,000 for cash flow purposes. This would make the par amount of the Series 2017 temporary bonds approximately \$2 million. Mr. Green also recommended a term of three years with the option to pay off the bonds in October of 2018, indicating no action was required at the meeting regarding the bonds but a resolution setting the date of the bond sale would be brought to the Council at its February 21, 2017 meeting.

4. RECONSIDERATION OF THE COUNCIL’S ACTION REGARDING STREET RECONSTRUCTION BONDS

City Administrator Moorse indicated that the Council, at its December 20, 2016 meeting, directed staff to move forward with the process of issuing Street Reconstruction Bonds to finance planned street improvements, and to also be prepared to move forward with the process of issuing Abatement Bonds if the Council’s vote on the sale of Street Reconstruction Bonds was not unanimous. Mayor Bend had requested that this action be placed on the January 12, 2017 Special Council meeting agenda for reconsideration with the purpose of simplifying the bond sale process by focusing only on the issuance of Abatement Bonds.

Motion/Second: Bend/Nelson. To reconsider the Council’s action of December 20, 2016 directing staff to move forward with the process of issuing Street Reconstruction Bonds. Motion carried 4-0-0.

Motion/Second: Ross/Nelson. To proceed only with the process of issuing Abatement Bonds to finance the 2017 Street Improvements Project. Motion carried 4-0-0.

5. PROPOSAL FOR ENGINEERING SERVICES RELATED TO DEVELOPING BID SPECIFICATIONS FOR THE 2017 STREET IMPROVEMENT PROJECTS (For Discussion Only)

City Engineer Diane Hankee outlined the proposal from WSB for engineering services related to developing plans and specifications and advertising for bids for the 2017 Street Improvements Project, with a cost of \$150,995.

Council Member Ross indicated he would like to see cost estimates for each road to be improved. He also asked how the City knows whether the subsurface of each road is adequate.

City Engineer Hankee indicated that, if a soft spot is found when a road is being prepared to be paved, the soft spot would be repaired prior to paving. This cost would be included in the cost estimate.

It was suggested that Pasture Ridge Road from 42nd Street to 45th Street be added to the 2017 Project.

Council Member Nelson suggested the Council consider increasing the amount of the bond issue from \$3 million to \$3.5 Million.

Because this item was on the agenda for discussion only, there was no action taken.

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6. DOWNTOWN VILLAGE IMPROVEMENTS PROJECT UPDATE

City Engineer Todd Hubmer provided an updated spreadsheet regarding sources and uses of funding and provided updated information regarding funding from the Department of Natural Resources (DNR) and the Public Facilities Authority (PFA). He indicated that, while a substantial amount of funding from both the DNR and the PFA is currently locked in for the City, additional funding is needed to enable the project to be fully funded. A bonding bill that is currently moving through the state legislature includes additional funding for both the DNR and the PFA, a portion of which would be available to fund the Downtown Project. It was agreed that a meeting should be arranged with the City’s new legislators to obtain their support for the funding in the bonding bill.

7. REPLACEMENT OF COUNCIL CHAMBERS PROJECTOR

Administrator Moorse reported that the projector used in the Council Chambers needs a new bulb, which costs \$125. He recommended that, rather than spending the \$125 on the old projector, it could be spent on a new projector that would have much higher quality.

Council Member Ross suggested that, rather than replacing the projector, another option would be to eliminate the projector in favor of a large screen TV.

It was agreed that the large screen TV option should be explored.

(See Agenda Item 2 above)

The Council returned to the Annual Appointments item that was tabled earlier in the meeting.

Council Member Ross indicated he would give up his appointment as Planning Commission liaison to move to the Park Committee or other committee.

The Council worked through the list of annual appointments and agreed on a set of appointments to be approved by Resolution 2017-01.

Motion/Second: Palmquist/Nelson. To adopt Resolution 2017-01 approving the annual appointments for 2017. ROLL CALL: All ayes. Resolution 2017-01 adopted 4-0-0.

Council Member Nelson suggested that for the next ten months, due to the 2017 Street improvements Project and other items, that a Public Works Committee meeting should be scheduled on a monthly basis. He also suggested that the Council invite Annie Perkins, the liaison from the City’s Natural Resources and Groundwater Committee to the Middle St. Croix Water Management Organization (MSCWMO), to provide a report to the Council regarding the activities of the MSCWMO, and that the dates of all meetings of all organizations on the list of annual appointments be provided to the Council on a monthly basis as well as the minutes of these meetings.

Mayor Bend indicated that minutes need to be kept for all committee meetings. It was agreed that copies of the agendas and minutes of all committee meetings are to be provided to the Council.

ADJOURN –

Motion/Second: Nelson/Palmquist. To adjourn the meeting at 3:30 P.M. Motion carried 4-0-0.

Respectfully submitted by:

161 _____
162 Ronald J. Moose, City Administrator

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

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166 **Signed by Mayor Richard Bend _____ Date _____**