



SPECIAL CITY COUNCIL MEETING

AGENDA

Wednesday, May 4th, 2022

4:30 p.m.

**The May 4th, 2022 Special City Council Meeting will be held in-person at the
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001**

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA – May 4, 2022 Council Work Session**
- 4. CITY COUNCIL BUSINESS**
 - A. Interview Legal Firms Who Responded to the 2022 Legal Services RFP
 - B. Street Repairs Needed on 50th Street and on Oakgreen Avenue
 - C. City Administrator Salary Adjustment
- 5. ADJOURN**

City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date May 4, 2022

Council Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 28, 2022

Re: Interviews with Legal Firms Who Responded to the 2022 Legal Services RFP

At its April 25 Special meeting, the Council reviewed proposals for legal services and selected firms for interviews on May 4. While three of these firms proposed only civil legal services, Holstad and Knaak proposed both civil legal services and prosecution services. While the Council will discuss both civil and prosecution services with Holstad and Knaak on May 4, interviews with additional firms regarding prosecution services will be conducted at a future meeting.

While the Council had selected the firm of Hoff Barry for an interview, the attorney who was proposed to be the lead attorney for Afton has taken a new position with the City of St. Paul. Therefore, Hoff Barry has indicated they are not in a position to provide to Afton the quality of legal services they are committed to providing, so they have withdrawn their proposal.

Interview Schedule

The schedule for the interviews is as follows:

4:30: Tom Radio, Felhaber Larson
5:00: Amanda Johnson, LeVander Gillen & Miller
5:30: Break
5:45: Fritz Knaak, Holstad and Knaak
6:30: Joe Langel, Ratwik Roszak and Maloney

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Meeting Date May 4, 2022

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: April 28, 2022

Re: Street Repairs Needed on 50th Street and on Oakgreen Avenue

While both 50th Street east of Neal Avenue, and Oakgreen Avenue south of 15th Street are generally in good condition, and are not planned for improvements in the near future, they each have significant areas where the poor base has caused the road to break up, such that substantial repairs are needed. The repairs include cutting out the pavement and poor base, adding new base material and repaving. While a cost estimate of \$87,000 was obtained from a contractor who has done paving for Afton, Tri County has provided a cost estimate of \$66,500. Staff is recommending accepting the Tri County Services cost estimate.

Council Action Requested

Motion regarding authorizing Tri County Services to provide repairs on 50th Street and on Oakgreen Avenue at a cost of \$66,500, with the costs to be funded from the Street Improvement Fund.

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Council Action Memo

To: Mayor Palmquist and City Council Members

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Date: April 28, 2022

Re: City Administrator Salary Adjustment

The Council, after the city administrator performance evaluation, requested a survey of city administrator salaries and benefits in similar cities to assist in determining the city administrator salary adjustment. Attached are the results of the survey including a comparison with the current salary and benefits of the city administrator.

Council Action Requested

Motion regarding a city administrator salary adjustment.

City Administrator Salary Survey 2022

City

Bayport (Pop. 3,744)

Salary	\$136,700	
Benefits	\$27,600	
Total Compensation		\$164,300

Newport (Pop. 3,627)

Salary	\$123,000	
Benefits	<u>\$22,100</u>	
Total Compensation		\$146,500

Oak Park Heights (Pop. 4,900)

Salary	\$120,000	
Benefits	<u>\$24,600</u>	
Total Compensation		\$144,600

Scandia (Pop. 4,245)

Salary	\$95,400	
Benefits	\$21,970	
Total Compensation		\$117,370

St. Paul Park (Pop. 5,329)

Salary	\$128,000	
Benefits	\$23,400	
Total Compensation		\$151,400

Average **\$144,800**

Afton (Pop 3,100)

Salary	\$99,100	
Benefits	\$27,700	
Total Compensation		\$126,800