

# **SUPPLEMENTAL PACKET**

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

**DRAFT City Council Special Meeting Minutes  
April 15, 2019  
Afton City Hall  
3033 St. Croix Trail  
Afton, MN 55001  
7:00 P.M.**

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**1. THE MEETING WAS CALLED TO ORDER** at 7:08 P.M. by Mayor Palmquist.

**2. ROLL CALL:** Council Members Nelson, Ross, Wroblewski and Perkins and Mayor Palmquist. **Quorum Present.**

**ALSO PRESENT:** City Administrator Ron Moorse

**3. APPROVAL OF AGENDA**

**Motion/Second: Ross/Perkins. To approve the agenda as written. Motion carried 5-0-0.**

**4. CITY COUNCIL BUSINESS**

**A. Small Cell Facilities Aesthetic Standards**

Moorse provided background regarding the need and timing of the adoption of a Small Cell Wireless Facility Design and Review Guidelines Policy. The Council discussed the policy as well as concerns from residents regarding the small cell wireless facilities.

Council member Perkins suggested adding language to indicate the aesthetic standards do not offer implied consent approval of 5G.

**Motion/Second: Ross/Nelson. To adopt the Small Cell Facilities Aesthetic Standards Policy as amended to add the language suggested by Council member Perkins to indicate the standards do not offer implied consent approval of 5G.**

**5. ADJOURN –**

**Motion/Second: Ross/Nelson. To adjourn the meeting at 7:40 p.m. Motion carried 5-0-0.**

Respectfully submitted by:

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

**Approved by Council (on May 21, 2019) as (check one): Presented: \_\_\_\_\_ Amended: \_\_\_\_\_**

**Signed by Mayor Bill Palmquist \_\_\_\_\_ Date \_\_\_\_\_**

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

**DRAFT River Road Neighborhood Meeting Minutes  
April 15, 2019  
Afton City Hall  
3033 St. Croix Trail  
Afton, MN 55001  
6:00 P.M.**

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1. **THE MEETING WAS CALLED TO ORDER** at 6:00 P.M. by Mayor Palmquist.
2. **ROLL CALL:** Council Members Nelson, Ross, Wroblewski and Perkins and Mayor Palmquist. **Quorum Present.**

**ALSO PRESENT:** City Administrator Ron Moore and City Engineer Nick Guilliams

3. **RIVER ROAD NEIGHBORHOOD MEETING**

Moore provided background regarding the 201 system and the transition to the new municipal sanitary sewer system, as well information about the replacement of the existing 201 System gravity sewer lines. The Council received questions and comments from the River Road residents. The residents requested that the River Road sewer lines be replaced as soon as possible. It was clarified that there would be no additional assessments for the replacement of the River Road sewer lines.

The Council directed staff to add the River Road sewer lines replacement issue to the April 16 Council meeting agenda to enable the Council to take formal action regarding the timing of the replacement of the sewer lines and regarding no additional assessments for the replacement of the sewer lines.

4. **ADJOURN-**

**Motion/Second: Palmquist/Ross. To adjourn the meeting at 7:03 p.m. Motion carried 5-0-0.**

Respectfully submitted by:

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

**Approved by Council (on May 21, 2019) as (check one): Presented: \_\_\_\_\_ Amended: \_\_\_\_\_**

**Signed by Mayor Bill Palmquist** \_\_\_\_\_ **Date** \_\_\_\_\_

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

**DRAFT City Council Work Session Minutes  
April 25, 2019  
5:00 P.M.**

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1. **THE MEETING WAS CALLED TO ORDER** at 5:00 P.M. by Mayor Palmquist.

2. **ROLL CALL:** Council Members Nelson, Ross, Wroblewski and Perkins and Mayor Palmquist. **Quorum Present.**

**ALSO PRESENT:** City Administrator Ron Moore, City Engineer Todd Hubmer, City Accountant Tom Niedzwiecki, and Public Works Supervisor Ken Johnson.

3. **APPROVAL OF AGENDA**

**Motion/Second: Palmquist/Ross. To approve the agenda as amended to move items C, F and E to the top of the agenda and to delete item D from the agenda. Motion carried 5-0-0.**

4. **CITY COUNCIL BUSINESS**

A. River Road Sewer Line Replacement Planning

City Engineer Todd Hubmer presented options for the replacement of the River Road gravity sewer lines as well as an additional option of replacing the forcemain and installing a gravity line from the Perkins property to the lift station. The City Engineer also provided a proposal for the design, bidding and construction inspection process. The Council discussed the design options and the timing options and directed that they, along with the City Engineer's design and bidding proposal, be placed on the May 21 Council meeting agenda for the Council's formal consideration.

B. Financial Review

The City Administrator and City Accountant provided an explanation of a funding plan to pay off the Downtown Improvement Project Temporary Bonds in April of 2020, and a funding plan for the River Road Sewer Line Replacement Project. The Council requested staff to confirm with the City's Bond Consultant whether the City could use temporary internal funding to pay the cost of the River Road Sewer Project and then repay itself with the proceeds of a bond issue in 2020.

C. Accounting Services

Staff provided updated information on the comparative costs of the accounting firms who have provided proposals. The updated information included a proposal for a two-year agreement from Tom Niedzwiecki.

D. Firearms Ordinance

The Council discussed the elements of a draft ordinance amendment regarding the discharge of firearms. The Council agreed that the key element was the prohibition of shooting within 500 feet of a house or accessory building on an adjacent property.

E. Snow Plowing Contract

Moore presented information showing that Tri County Services, the City's current snow plowing provider, has proposed a lower cost than any other surveyed cities are paying for contracted plowing of city streets. The Council agreed that staff should move forward to prepare a new five-year contract with Tri County Services.

5. **ADJOURN –**

55           **Motion/Second: Palmquist/Wroblewski. To adjourn the meeting at 7:25 p.m. Motion carried 4-0-0.**  
56           **(Council member Nelson left the meeting at 7:05 p.m.)**

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58           Respectfully submitted by:

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61           Ronald J. Moorse, City Administrator

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63           **Approved by Council (on May 21, 2019 as (check one): Presented: \_\_\_\_\_ Amended: \_\_\_\_\_**

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65           **Signed by Mayor Bill Palmquist \_\_\_\_\_ Date \_\_\_\_\_**

# Meeting Date May 21, 2019

## Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: May 17, 2019

Re: Revision of 60<sup>th</sup> Street Maintenance Agreement with Denmark Township - **Supplemental**

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The following is a summary of the meeting with Denmark Township regarding revising the road maintenance agreement.

- Denmark Township would like the revision of the 60<sup>th</sup> Street maintenance responsibilities to occur prior to the developer doing work on the road.
- The Township Attorney will draft a revised maintenance agreement for review by the Township and the City in the next week or so.
- The Township would like to approve the revised maintenance agreement at its June 3 Town Board meeting
- Afton could approve the agreement at its June 18 Council meeting

### Main Elements of the Revised Agreement

- Currently, Afton is responsible for maintaining the segment of 60<sup>th</sup> Street between Trading Post Trail and Oakgreen, and the segment between Neal and Manning. Denmark is currently responsible for maintaining the segment between Oakgreen and Neal. The areas of responsibility would be swapped as follows:
  - Denmark would become responsible for the segment between Neal and Manning
  - Afton would become responsible for the segment between Trading Post Trail and Neal
- The segment between Neal and Manning needs to meet Denmark's gravel road requirements prior to Denmark taking over responsibility
- The segment between Oakgreen and Neal needs to be confirmed to meet Denmark's gravel road standards prior to Afton taking over responsibility
- If the developer's contractor(s) cause any damage to the road, the developer would be responsible to repair it.
- The 60<sup>th</sup> Street paving plans will be subject to review and approval by the Township Engineer

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

# Meeting Date May 21, 2019

## Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: May 17, 2019

Re: Update Regarding the House at the Wastewater Treatment System Site

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Recently, the house at the wastewater treatment system site and the adjacent garage were vandalized, resulting in significant damage, including the breaking of numerous windows. While the wastewater treatment system has a security system, the house is a substantial distance from the treatment system and does not have a security system. The vendor that provided the security system for the treatment system has been asked to provide a proposal for a security system for the house in time for the May 21 Council meeting. Another option is to remove the house from the site. The cost would be \$5,000 if the foundation could remain and \$8,000 if the foundation had to be removed. Mr. Gehrke, who is interested in a potential exchange of his property in the Downtown Village for a five acre lot that would include the house, had expressed an interest earlier in the year in remodeling the house.

**COUNCIL ACTION REQUESTED:**

Motion regarding the options for addressing the security issue related to the house at the wastewater treatment system site.