

**REGULAR MEETING OF THE CITY COUNCIL
CITY OF LAKE ST CROIX BEACH
16455 20th STREET SOUTH
WASHINGTON COUNTY, MINNESOTA**

January 11, 2016

AGENDA

7:00 P.M.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVE AGENDA**

4. **CONSENT AGENDA** Roll Call Vote. *(Consent Agenda items, listed on the following page, are defined as routine business, not requiring discussion and approved by a roll call vote. Councilmembers may elect to pull a Consent Agenda item(s) for discussion and/or separate action)*

5. **OPEN COMMENTS FROM THE PUBLIC**

Visitors may share their comments or concerns on **any issue** that is a responsibility or function of the City Council of Lake St. Croix Beach, not an issue as listed on this agenda. Persons who wish to address the City Council must fill out a comment card before the meeting begins and give it to the City Clerk or City staff. The mayor will ask you to come to the podium, state your name and address, and present your comments. Your presentation will be limited to no more than 3 minutes. The mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City Council's responsibilities. The mayor may also limit the number of individual presentations.

PUBLIC COMMENTS (Agenda Items)

Visitors may share their comments or concerns on any **agenda item listed** that is a responsibility or function of the City Council of Lake St. Croix Beach. Persons who wish to address the City Council must fill out a comment card before the meeting begins and give it to the City Clerk or City staff. The mayor will ask you to come to the podium, state your name and address, and present your comments. Your presentation will be limited to no more than 3 minutes. The mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, overly argumentative, or if it is not relevant to an issue that is part of the City Council's responsibilities. The mayor may also limit the number of individual presentations.

6. **PUBLIC SAFETY REPORTS**

- A. Law Enforcement
- B. Animal Control
- C. Emergency Response and Fire
- D. Code Enforcement

7. **CITY STAFF REPORTS**

- A. City Engineer Parotti
- B. City Attorney Sandstrom
- C. City Clerk-Administrator Schuler
- D. Deputy Clerk-Treasurer Truhlar
 - 1. January Claims

8. **NEW BUSINESS**

- A. Resolution 2016-01, A Resolution of Annual Appointments and Designations for 2016
- B. Resolution 2016-02, A Resolution Adopting 2016 City Fees
- C. Resolution 2016-03, A Resolution Authorizing Signatory Power With US Bank for the City of Lake St. Croix Beach
- D. Annual Tort Liability Limit Designation

9. **UNFINISHED BUSINESS**

- A. Fire Department Sign Donation

10. **OTHER BUSINESS**

- A.

11. **COUNCIL/STAFF REPORTS**

- A. Councilmember Brown
 - Cable Commission
- B. Councilmember Kline
 - Park Commission
- C. Councilmember Reiter
 - Middle St. Croix Water Management Organization
 - Lower St. Croix Valley Partnership Team
 - Planning Commission
 - Environmental Advisory Commission
- D. Councilmember Unker
 - Afton Wastewater Treatment System
- E. Mayor McCarthy
 - Veterans Memorial
 - Sentenced-To-Service (STS)

12. **ADJOURNMENT**

4. **CONSENT AGENDA ITEMS**

- A. Approve the minutes of the City Council Worksession on December 21, 2015 as presented. *(Copy attached)*
- B. Approve the minutes of the Special City Council Meeting on December 21, 2015 as presented. *(Copy attached)*
- C. Approve the 2016 Heritage Day Ice Cream Social for Tuesday, August 2, 2016, and direct staff to work with the Park Commission and Recycle Committee to make the usual arrangements.
- D. Authorize the Mayor, City Clerk-Administrator, and Deputy Clerk-Treasurer as eligible signers at the State of Minnesota Surplus Services facility in Arden Hills. *(The City keeps itself eligible to participate in this State of Minnesota program where we purchase sandbags and operating supplies during emergency flood events.)*

Consent Agenda

**CITY OF LAKE ST. CROIX BEACH
16455 20th STREET SOUTH
WASHINGTON COUNTY, MINNESOTA**

CITY COUNCIL WORKSESSION

December 21, 2015

MEMBERS PRESENT: Tom McCarthy, Charles Brown, Cindie Reiter, Jim Unker

MEMBERS ABSENT: Michelle Kline

STAFF PRESENT: Susan Schuler, Amy Truhlar

OTHERS PRESENT: Mary Ashby

CALL TO ORDER by Mayor McCarthy at 6:03 p.m.

2016 BUDGET Agenda Item 2

City Clerk-Administrator Susan Schuler pointed out that historically, the city has under-budgeted for the City Attorney and the City Engineer. Therefore, the budgeted amounts for 2016 are higher than previous years, and she suggested keeping them higher. It was noted that attorney time on the Afton Septic System was not planned and not budgeted, so this helped to increase the fees for 2015. There were also several court cases requiring time from the attorney. However, going back several years, city attorney fees were higher than budgeted. Engineering work for the levees and restoration sites #1 and #2 were a major cause of engineering fees in 2015. It was noted that a portion of the restoration work will be reimbursed by a grant the city was awarded. In 2016, there will be major street maintenance, which will increase engineering fees. Even with these budget increases, the proposed levy is at 0% increase.

The budget will be \$606,846. The levy will be \$472,519.

ADJOURNMENT Agenda Item 3

**MOTION BY COUNCILMEMBER BROWN, SECONDED BY COUNCILMEMBER UNKER, TO ADJOURN THE CITY COUNCIL WORKSESSION AT 6:35 P.M.
MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).**

Thomas McCarthy, Mayor

Susan Schuler, City Clerk-Administrator

**CITY OF LAKE ST. CROIX BEACH
16455 20TH STREET SOUTH
WASHINGTON COUNTY, MINNESOTA**

CITY COUNCIL MEETING

December 21, 2015

MEMBERS PRESENT: Tom McCarthy, Charles W. Brown, Cindie Reiter, Jim Unker

MEMBERS ABSENT: Michelle Kline

STAFF PRESENT: John Parotti, Kevin Sandstrom, Susan Schuler, Amy Truhlar

OTHERS PRESENT: Becky Brewster, Mary Ashby, Mary Parr, Dolly Burns, Jon Place, Richard Glasgow, Lyle Merriman, Bob Swenson

CALL TO ORDER by Mayor McCarthy at 7:07

PLEDGE OF ALLEGIANCE was said.

PUBLIC HEARING – TRUTH IN TAXATION

OPEN PUBLIC HEARING by Mayor McCarthy at 7:08 p.m.

RECEIVE COMMENTS FROM THE PUBLIC

Lyle Merriman, 1281 Quinlan Avenue South, explained that he owns three lots, and his home sits on two of those lots. The third lot is to the west of the other two and is not buildable because it is too small for the zoning district. He noted that the vacant lot is taxed separately and is not homesteaded. The lot is being taxed at a very high value for a non-buildable lot. Councilmember Reiter suggested he contact City Hall to obtain the name and contact information for the assessor from Washington County for this area.

City Clerk-Administrator Susan Schuler pointed out that the preliminary levy was set with a 3.3% increase. The City Council has brought the levy down to a 0% increase. She noted that the city will be paying for tree trimming in the right-of-ways (ROW) this year. The cost for this, which was lower than anticipated, has been included in the budget. Although the city's levy was held to a 0% increase, the county's levy may increase causing resident's taxes to increase. Councilmember Reiter explained that a resident's taxes may also increase if the property value has increased. Mary Parr, a resident, noted that vacant lot values have seemed to increase at a very high rate for this year.

CLOSE HEARING

**MOTION BY COUNCILMEMBER BROWN, SECONDED BY
COUNCILMEMBER REITER, TO CLOSE THE TRUTH IN TAXATION**

HEARING AT 7:18 P.M. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

REGULAR CITY COUNCIL MEETING

APPROVE AGENDA Agenda Item 3

Councilmember Reiter asked to add Item 9A, Quote for Right-Of-Way Work.

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 9A, QUOTE FOR RIGHT-OF-WAY WORK. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

CONSENT AGENDA Agenda Item 4

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE FOLLOWING ROLL CALL VOTE WAS TAKEN: REITER – AYE, BROWN – AYE, UNKER – AYE, KLINE – ABSENT, MCCARTHY – AYE.

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON NOVEMBER 16, 2015 AS PRESENTED. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE THE FOLLOWING LICENSES FOR 2016: MARONEY SANITATION, INC.: GENERAL CORPORATION – GARBAGE HAULING; WASTE MANAGEMENT OF MINNESOTA: GENERAL CORPORATION – GARBAGE AND RECYCLE HAULING; HIGHLAND SANITATION: GENERAL CORPORATION – GARBAGE HAULING; BEACH BAR: LIQUOR ON-SALE, LIQUOR OFF-SALE, LIQUOR ON-SALE SUNDAY, OPTIONAL LIQUOR 2:00 A.M., CIGARETTE; FREEDOM STATION (ERICKSON OIL PRODUCTS): CIGARETTE. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE A CITY COUNCIL WORKSESSION TO BE HELD ON JANUARY 9, 2016 AT 9:00 A.M. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

PUBLIC COMMENTS Agenda Item 5

City Clerk-Administrator Schuler reported that she had received one written comment from Cricket Kohl, 1941 Quentin Avenue South, to be read into the record. Ms. Kohl complained that Councilmember Kline was using an electronic device during the November City Council meeting and not paying attention to the issues being discussed and voted upon. She suggested that the City Council should all put away their electronic devices during City Council meetings.

Mary Parr, 1430 Quasar Court South, noted that there are many houses in the city with missing or unreadable addresses. She pointed out that there is an ordinance regarding visibility of addresses, and the ordinance should be enforced. It was noted that this can also be a safety issue. City Attorney Kevin Sandstrom advised that it would be acceptable to use an administrative citation for these violations. A reminder of the requirements for addresses is included in most city newsletters. Deputy Fire Chief Jim Stanley added that when they have trouble reading addresses, he sends the homeowners reminders. He then checks on these addresses in approximately 30 days. If, after 30 days, there is still no fix, he will submit those addresses to city staff.

PUBLIC SAFETY REPORTS Agenda Item 6

Councilmember Brown reported 40 calls to law enforcement in the month of November. There were three citations issued. The animal report for November listed no calls, no warning letters sent, 2 lost dogs, 1 lost cat, and 0 animals found. Councilmember Unker noted all the calls to law enforcement for deer accidents. He asked if a "Deer Crossing" sign could be installed on St. Croix Trail South (CSAH 18). Possible locations for this type of sign were discussed. Mr. Stanley suggested that city staff contact the Washington County to determine who installs those signs. Mayor McCarthy noted that carcasses are left on the sides of roads for scavenging animals if there is not public safety issue.

Jim Stanley, Deputy Chief of the Lower St. Croix Valley Fire Department, reported 29 calls in November, 5 of which were in Lake St. Croix Beach. The new LED Fire Department sign is scheduled to be delivered approximately December 29, 2015. He will do the installation, and a licensed electrician will hook it up to the power which is already out to the sign. Schedules for CPR classes available to residents will be included in newsletters. Classes will be offered for free or for a small charge to cover expenses depending on which class is taken. Pete Granat, 17-year Fire District Board member and a 21-year firefighter, has retired effective immediately due to health issues.

City Clerk-Administrator Schuler asked if any fire inspections had been performed for the conditional use permits (CUPs). Mr. Stanley stated that no businesses have yet contacted him to schedule their inspections, but a successful fire inspection is a requirement of the CUP renewal. He will begin contacting the businesses soon.

There is no burn ban on recreational fires, which are fires that have logs at least 3 inches in diameter.

CITY STAFF REPORTS Agenda Item 7

CITY ENGINEER PAROTTI (7A)

John Parotti, City Engineer with SEH, reported that an application for payment was submitted by Zappa Brothers, Inc. for the work performed on the flood-damaged restoration Site #2. The work has been inspected and is completed. The application is for the exact amount as the bid stated, and City Engineer Parotti recommended payment as requested. Councilmember Reiter asked whether a portion of the payment should be withheld to ensure all work is completed correctly. Engineer Parotti explained that he is not recommending withholding any portion of payment as there are no future items to be completed by Zappa Brothers, Inc. He noted that the work must be completed in order to receive the reimbursement from the State of Minnesota.

MOTION BY COUNCILMEMBER REITER, SECONDED BY MAYOR MCCARTHY, TO APPROVE PAYMENT IN THE AMOUNT OF \$84,381.60 TO ZAPPA BROTHERS, INC. FOR WORK PERFORMED ON RESTORATION SITE #2. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

City Engineer Parotti reminded everyone that planting work will be completed in the spring for an estimated cost of \$3,000 - \$4,000.

Mr. Parotti reported that he is working with staff regarding easements for the 22nd Street levee, and they have been making some progress. He sent a letter to Xcel Energy to schedule a meeting in January to discuss levee pole relocation.

CITY ATTORNEY SANDSTROM (7B)

Nothing further to report.

CITY CLERK-ADMINISTRATOR SCHULER (7C)

City Clerk-Administrator Schuler reported that there was a meeting to discuss changes to the draft ordinances for minimal impact design standards (MIDS). A list of building permits issued was included in the City Council meeting packets and will be included in the next newsletter. The city's phone lines have been switched over to Comcast, and the alarm system has been switched to CWS Securities. Applications for reimbursement for the grants for the restoration sites on the bluff will be submitted. Mayor McCarthy thanked everyone involved in the restoration projects on the bluff.

DEPUTY CLERK-TREASURER TRUHLAR (7D)

Deputy Clerk-Treasurer Amy Truhlar presented the bills for the month totaling \$132,917.91.64. This total included the annual payment for the fire department building and the payment to Zappa Brothers, Inc.

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE THE DISBURSEMENTS IN THE AMOUNT OF \$132,917.91 AND APPROVE ANY ADDITIONAL CLAIMS FOR 2015 THAT ARE RECEIVED BETWEEN NOW AND DECEMBER 31, 2015.

Councilmember Unker asked about a receipt from John Bohnhoff for his CUP. City Clerk-Administrator Schuler reported that the city had received his payment, but had not received his paperwork. Councilmember Unker suggested the check should not have been cashed without the accompanying paperwork. It was noted that Mr. Bohnhoff has been deployed again and is currently not in the United States. Councilmember Unker noted that responsibilities at home for a rental property still need to be taken care of. Deputy Fire Chief Stanley reported that he has not inspected the property for at least 5 years, so he can not say whether the structure is suitable for rent. City staff added that the last report they had was that the property was not being rented as a duplex, but the owner wanted to keep the CUP in place to rent it in the future. Councilmember Brown stated he had contact information for Mr. Bohnhoff and would contact him. Councilmember Unker stated that the check has been cashed, so the city had 60 days. If paperwork is not

submitted within that time period and a fire inspection is not performed, the city should revoke his CUP and refund his money.

MOTION PASSED, 3 AYES, 1 NAY (UNKER), 1 ABSENT (KLINE).

City Clerk-Administrator Schuler reported that she had received a submission for per diem for 2014. Since she was not here in 2014, she did not feel comfortable approving this payment without City Council approval. The City Council agreed that it was owed and should be paid.

NEW BUSINESS Agenda Item 8

2016 REGULAR CITY COUNCIL MEETING DATES (8A)

Deputy Clerk-Treasurer Truhlar explained that the regular City Council meetings in 2016 would be held on the third Monday of the month except in January and February when the third Monday of the month falls on a holiday when no business may be conducted. She asked the City Council to determine whether to hold the January and February regular City Council meetings on the second Monday as they have done in most years or on the third Tuesday as they did last year. It was noted that videographer Don Fixmer is available on the second Monday of the month, but not on the third Tuesday.

MOTION BY MAYOR MCCARTHY, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE THE SCHEDULE OF REGULAR CITY COUNCIL MEETINGS AS PRESENTED WITH THE JANUARY AND FEBRUARY MEETINGS BEING HELD ON THE SECOND MONDAYS OF THE MONTH. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

2016 CITY LEVY AND BUDGET (8B)

MOTION BY COUNCILMEMBER REITER, SECONDED BY MAYOR MCCARTHY, TO APPROVE RESOLUTION 2015-23, A RESOLUTION APPROVING THE 2016 CITY TAX LEVY IN THE AMOUNT OF \$472,519. THE FOLLOWING ROLL CALL VOTE WAS TAKEN: REITER – AYE, BROWN – AYE, UNKER – AYE, KLINE – ABSENT, MCCARTHY – AYE.

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO APPROVE RESOLUTION 2015-24, A RESOLUTION APPROVING THE 2016 CITY BUDGET IN THE AMOUNT OF \$606,846. THE FOLLOWING ROLL CALL VOTE WAS TAKEN: REITER – AYE, BROWN – AYE, UNKER – AYE, KLINE – ABSENT, MCCARTHY – AYE.

UNFINISHED BUSINESS Agenda Item 9

QUOTE FOR RIGHT-OF-WAY TREE TRIMMING (9A)

City Clerk-Administrator Schuler noted that this issue was tabled at the November City Council meeting to allow for another bid to be submitted. That bid was not submitted. One bid was submitted for the right-of-way (ROW) tree trimming from

Sav-A-Tree in the amount of \$17,759. It was noted that this amount was used for 2016 budgeting purposes.

MOTION BY COUNCILMEMBER REITER, SECONDED BY COUNCILMEMBER BROWN, TO ACCEPT THE BID FROM SAV-A-TREE FOR RIGHT-OF-WAY TREE TRIMMING IN THE AMOUNT OF \$18,000. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

OTHER BUSINESS Agenda Item 10

CABLE COMMISSION (10A)

MOTION BY COUNCILMEMBER UNKER, SECONDED BY COUNCILMEMBER REITER, TO WITHDRAW FROM THE CABLE COMMISSION SO THE CITY CAN BECOME ITS OWN AUTHORITY TO ADMINISTER AND ENFORCE THE CABLE FRANCHISE AGREEMENT.

Councilmember Unker stated he was unhappy with the Cable Commission and wanted to go in a different direction. He stated that he was very frustrated when he was on the Cable Commission. He noted that the Cable Commission can not appropriate funds before they are received by the city, and it is up to the City Council to determine how to use those funds. Councilmember Reiter asked when the current franchise agreement went into effect as she did not remember it being brought to the City Council for review with the City Attorney and approval.

Richard Glasgow, Chair of the Cable Commission, explained that the Cable Commission used to have an attorney, but they felt he was taking too large a portion of the money. Mr. Glasgow and Randy Kopesky, Co-Chair of the Cable Commission, negotiated the terms of the franchise agreement with Comcast.

Councilmember Unker noted that the city representative and city staff do not receive notifications of meetings or minutes of the meetings. He noted Councilmember Brown, the Cable Commission representative for the city, stated that there had been no meeting to approve the check issued to the city with the memo line: for fire sign. Mr. Glasgow stated the check was approved at a meeting early in the year, when all normal expenses for the entire year are approved. It was noted that this was a special disbursement, not a normal expense.

Councilmember Unker pointed out that the letter sent from the city when the check was returned asked for the minutes of the meeting when the disbursement was approved. Mr. Glasgow, who whited out the memo line on the check and then initialed it, stated that he did not see the letter. He reported that he was only told that the check was returned because the city was not happy with the memo on the check. Councilmember Reiter stated that the City Council was unhappy with the whole process of the disbursement, not just the memo line because there was no action to allow the special disbursement. Mr. Glasgow stated that meetings were held regarding this disbursement, and Councilmember Brown must not have been in attendance.

Councilmember Unker stated he still does not like the direction of the Cable Commission and thinks the city should withdraw. Mr. Glasgow stated that the city has the right to withdraw from the Cable Commission. He stated that the city is bound to the

franchise agreement, but if they want to withdraw from the Cable Commission, a letter should be sent to the commission stating the intent to withdraw. 18 months after the letter is sent, the withdrawal will become effective. He stated there were no advantages to withdrawing. Councilmember Reiter reported that the City Council should hear all the advantages and disadvantages to withdrawing before making the decision to do so. Mr. Glasgow then stated he did not like to be chastised. He felt that the City Council was bashing the Cable Commission and him, but he felt he had a good relationship with Mayor McCarthy, who he talks to often. He also felt that Councilmember Brown did a good job as a member of the Cable Commission.

MOTION WITHDRAWN.

City Clerk-Administrator Schuler asked what the City Council would like her to do with the check that was returned to the city with the memo line whited out. Councilmember Unker noted that Mayor McCarthy should not have brought the check back with the whited out memo line and told Clerk-Administrator Schuler to cash it. It was noted that a new check should have been issued. Mayor McCarthy stated that he thought the best thing to do was to white out the memo line and give the check back for the city to cash. Councilmember Unker stated that was not a decision for the mayor alone, but should have been decided upon by the entire City Council. Mayor McCarthy stated that he thought the best thing would be for the money to be deposited before the end of the year. Councilmember Reiter pointed out that those types of decisions can not be made by one member of the City Council alone. Mayor McCarthy stated that in order to get the money in the bank, he made the decision to have the memo line whited out. Councilmember Brown pointed out that the check is null and void at this point because it was issued over 90 days ago. Mayor McCarthy stated that the check belongs to the city and it should be deposited in the city's account. Mr. Glasgow stated that the check was not a special disbursement, but Councilmember Reiter noted that there was a statement with a column that showed it as a special disbursement, and Councilmember Unker asked why the city was not getting its entire funds. Mr. Glasgow stated that every check issued from the Cable Commission has preferred uses, but those uses are not binding. Mayor McCarthy asked if the check could be re-issued since it was already approved through the Cable Commission. Mr. Glasgow suggested the City Council direct the City Clerk-Administrator to send the check back with a letter requesting a new check, and it would be issued. Mayor McCarthy stated that the City Council could hold a meeting in January or February to discuss the advantages and disadvantages to remaining in the Cable Commission.

COUNCIL/STAFF REPORTS Agenda Item 11

COUNCILMEMBER BROWN (11A)

Nothing further to report.

COUNCILMEMBER KLINE (11B)

Absent.

COUNCILMEMBER REITER (11C)

Councilmember Reiter reported that the Middle St. Croix Water Management Organization did not meet, but there was a meeting regarding the draft MIDS ordinance at City Hall earlier in the month. After discussed changes are made, the draft ordinance will be sent to the Planning Commission for review. Councilmember Reiter reviewed some items that can now be recycled through Washington County at the Environmental Center including grocery, retail, and dry cleaning plastic bags; cereal and bread bags; holiday lights; extension cords; campaign and real estate signs with metal stands; and scrap metal such as pots and pans. Brochures are available at City Hall listing all these items. She noted that the hauler decides what they will accept, so Washington County is now accepting these items to help boost recycling rates.

COUNCILMEMBER UNKER (11D)

Nothing further to report.

MAYOR MCCARTHY (11E)

Nothing further to report.

ADJOURNMENT Agenda Item 12

MOTION BY COUNCILMEMBER UNKER, SECONDED BY MAYOR MCCARTHY, TO ADJOURN THE CITY COUNCIL MEETING AT 8:22 P.M. MOTION PASSED, 4 AYES, 1 ABSENT (KLINE).

Thomas McCarthy, Mayor

Susan Schuler, City Clerk-Administrator

Public Safety Reports

Washington County Sheriff's Office
 CONTRACT ICR's
 Contract Report for LAKE ST CROIX BEACH
 For the Period 12/01/15 To 12/31/15

Date	Time	ICR #	ID#	Street Name	Complaint
12/05/15	17:00:32	115040424	0139	QUARRY AV	MEDICAL LEVEL 1
12/08/15	18:16:10	115040782	0176	QUENTIN AV	NEIGHBOR COMPLAINT
12/09/15	9:39:20	115040823	0160	21ST ST	MEDICAL LEVEL 3
12/11/15	14:58:04	115041200	0100	19TH ST	OFFICER INFO
12/14/15	16:37:53	115041488	0076	UPPER 12TH ST	DAMAGE TO MAILBOX
12/16/15	17:19:11	115041755	1208	SAINT CROIX TR	TRAFFIC
12/17/15	9:51:54	115041794	0115	QUENTIN AV	FIRE
12/17/15	13:26:46	115041836	0760	RACINE AV	REQUEST/VAC CHECK
12/17/15	15:59:59	115041864	1208	QUINLAN AV	DOMESTIC
12/19/15	10:50:45	115042113	0077	21ST ST	NEIGHBOR COMPLAINT
12/21/15	11:21:40	115042274	0130	SAINT CROIX TR	ACCIDENT
12/24/15	1:09:17	115042715	0098	RACINE AV	AOA/WARRANT INFO
12/24/15	11:41:38	115042754	0160	UPPER 19TH ST	RESTRAINING ORDER VIOLATION
12/26/15	14:44:39	115042904	0087	QUANT AV	911 O/L
12/27/15	4:26:53	115042951	0198	17TH ST	UNKNOWN SITUATION
12/28/15	10:23:52	115043047	0130	RACINE AV	ASSIST TO BP
12/28/15	12:36:38	115043067	0063	SAINT CROIX TR	CIVIL ASSIST
12/28/15	20:19:41	115043153	0139	16TH ST	FIRE
12/29/15	18:15:53	115043273	0076	QUENTIN AV	SUSPICIOUS PERSONS
12/30/15	1:37:09	115043292	0179	13TH ST	VEH OFF ROAD/RECOVERD STOLEN
12/30/15	3:52:58	115043296	0179	13TH ST	LPR HIT-STOLEN MV
12/30/15	10:02:47	115043325	0063	16TH ST	TRAFFIC HAZARD
12/30/15	11:01:02	115043327	0160	ST CROIX TRAIL	TRAFFIC

Total ICRs Processed: 23

** END OF REPORT **

Washington County Sheriff's Office
CITATIONS BY CITY REPORT

City Selected: LAKE ST CROIX BEACH

From Date: 12/01/2015 To: 12/31/2015

LAKE ST CROIX BEACH

Offense Date	Offense Time	Location	Citation #
12/27/2015 Statute 609	0426 2242 1	16565 17TH ST MS DOMESTIC ASSAULT	8221165

Total for City: LAKE ST CROIX BEACH 1

** END OF REPORT **

Date	Time	Caller	Location	Description of Animal	Collar / Tag	Dry Run	Overnight	Fee	Milage	Total
12/1/15		No Calls Out This Month								
		No Warning Letters Sent This Month								
		Lost Reports 5Dogs	Found Reports 1Dog/1Cat							
		May, I Please get a 1099 for taxes? Thank You								
Total										

Date	Time	Caller	Location	Description of Animal	Collar / Tag	Dry Run	Overnight	Fee	Milage	Total

Lower St Croix Valley Fire Protection District Board Meeting

November 11, 2015

Present. Dick Bend, Dick Glasgow, Peter Granat, Don James, Randy Nelson, Jim Stanton, Sally Thompson, Gary Williams, Tom Wilson.

Also present. Tom Niedzwiecki, Kevin Kirby.

1. **Call to Order.** Chair Jim Stanton called meeting to order at 7:05 pm.
2. **Agenda Approval.** Chair Stanton approved Agenda with the addition of "Refinancing HRA Financing" under Treasurer/ Accountant Report.
3. **Meeting Minutes Approval.** Motion by Gary Williams, seconded by Tom Wilson to approve Minutes of October 14, 2015 as presented.
4. **Treasure/Accountant Report** – Tom Niedzwiecki. *Monthly Financials.* Accountant Tom Niedzwiecki reviewed Financial Reports October 2015 with Board. Chair Stanton approved Financial Reports October 2015 as presented. *Monthly Bills.* Add checks #12981 Verizon \$283.72, #12982 WEX Bank \$64.58, and #12983 Maroney \$112.94. Motion by Gary Williams and seconded by Don James to approve checks #12965-12983 and auto-payments #201511001-201511025 totaling \$20,516.75 as presented. M/C by unanimous vote. *Refinance HRA Financing.* Refinancing would need to go through HRA. They are interested in the refinancing of the bonds as they felt it is worthwhile and interest rate is right. Remaining principal payments range from 4.7% to 5.25%. New bonds would come in at close to 3%. Tom will get all of the numbers down and bring to next Finance meeting.
5. **Finance Committee** – Tom Wilson. No report.
6. **Operations Committee.** No meeting.
7. **Ambulance Committee** – Sally Thompson. No report.
8. **Fire Department Report** – Kris Peterson. *Monthly Run Report.* Runs – 36. Afton (10), Bayport (1), Baytown (2), Hudson (2), I93 (3), Lakeland (8), Lake St Croix Beach (6), St Mary's Point (2), Stillwater (1), Woodbury (1). *District Concerns.* Fire Chief and Deputy are at Chiefs' conference in Florida. *Clearwater Conference Report.* Report next month.
9. **Old Business.** *I94 Legislation.* Nothing new. *LSCVFD Exterior Sign.* Some of the money from Cities is in.
10. **New Business.** *Lower St Croix Valley Alliance Meeting Approval 4:30-6:00 pm December 28, 2015.* Motion by Dick Glasgow and seconded by Tom Wilson to approve meeting of LSCVA at Fire Department on December 28, 2015 from 4:30-6:00 pm. M/C by unanimous vote.

11. **Adjourn.** Motion by Dick Glasgow and seconded by Tom Wilson to adjourn.
M/C by unanimous vote.

Respectfully yours,

Sally Thompson
Secretary

Date range: 12/22/2015 to 01/08/2016

<u>Vendor</u>	<u>Date</u>	<u>Check #</u>	<u>Total</u>	<u>Description</u>	<u>Void</u>	<u>Account #</u>	<u>Detail</u>
Schuler, Susan	12/31/2015	DD25598	\$1,556.79	Payroll - PPE 12/15/2015	No	100-41400-100	\$1,556.79
TRUHLAR, AMY	12/31/2015	DD25599	\$1,198.65	Payroll - PPE 12/15/2015	No	100-41400-100	\$1,198.65
COMMISSIONER OF REVENUE	12/31/2015	FED121515	\$939.82	Staff Fed & Fica W/H PPE 12/15/15	No	100-49200-106 100-49200-107 100-49200-109 100-49200-122 100-49200-123	\$235.96 \$55.18 \$357.55 \$235.95 \$55.18
MINNESOTA DEPARTMENT OF REVENUE	12/31/2015	MN121515	\$151.43	Staff WH PPE 12/15/2015	No	100-49200-108	\$151.43
PUBLIC EMPLOYEES RETIREMENT ASSOCIA	01/04/2016	PERA1416	\$542.26	Staff Retirement - PPE 11/30/2015	No	100-41400-105 100-41400-121	\$252.21 \$290.05
Total For Selected Checks							\$4,388.95

Date range: 12/22/2015 to 01/08/2016

Date	Vendor	Description	Claim #	Total	Account #	Detail
01/08/2016	McCARTHY, THOMAS	Gas for STS burn	9877	\$6.03		
01/08/2016	City Of Bayport	Building Permit Fees	9878	\$1,216.49	100-45201-210	\$6.03
01/08/2016	Schuler, Susan	Mileage and supplies reimbursement	9879	\$86.58	100-49250-431	\$1,216.49
01/08/2016	Madison National Life Ins Co, Inc	Disability Insurance	9880	\$137.21	100-45201-210	\$7.13
01/08/2016	LAKELAND WATER UTILITY	Water Service	9881	\$37.33	100-41570-200	\$14.49
01/08/2016	FIXMER, DON	Video Taping Services	9882	\$75.00	100-41590-110	\$64.96
01/08/2016	TRI-COUNTY SERVICES, INC	snow plowing	9883	\$3,467.50	100-41400-131	\$137.21
01/08/2016	WASTE MANAGEMENT OF MINNESOTA	Monthly Recycling Bill	9884	\$1,963.90	100-41940-380	\$37.33
01/08/2016	CENTERPOINT	Monthly Service - Acct 7711653-1&7711657-2 & 7711657-0	9885	\$263.71	100-41575-300	\$75.00
01/08/2016	COMCAST	Phone Lines	9886	\$179.17	100-43120-310	\$3,467.50
01/08/2016	MENARDS	office supplies	9887	\$19.87	100-43245-310	\$1,963.90
01/08/2016	Metro Sales	Copier Contract	9888	\$127.65		
01/08/2016	MNGFOA 9889	Membership - Sue \$75.00				
Monthly meeting						

Total For Selected Claims

\$7,655.44

\$7,655.44

Approved _____ Date _____

Councilmember _____ moved the following:

RESOLUTION NO. 2016-01

**CITY OF LAKE ST CROIX BEACH
WASHINGTON COUNTY, MINNESOTA**

A RESOLUTION OF ANNUAL APPOINTMENTS AND DESIGNATIONS FOR 2016

WHEREAS, annually, at their first meeting in January, the Lake St. Croix Beach City Council handles annual designations and appointments; and

WHEREAS, attached is the designation of the Official Newspaper, Official Posting Location, and the Official dates/times/places of regular Lake St. Croix Beach City Council Meetings; and

WHEREAS, attached are the appointments of City Councilmembers, residents, and staff to various boards and commissions.

NOW, THEREFORE, BE IT RESOLVED, that the Lake St. Croix Beach City Council does hereby make the annual appointments and designations effective immediately upon adoption.

The Motion for the adoption of the foregoing Resolution was duly seconded by Councilmember _____. The following vote was taken:

Councilmember Unker	_____
Councilmember Reiter	_____
Councilmember Brown	_____
Councilmember Kline	_____
Mayor McCarthy	_____

WHEREUPON, said Resolution was declared duly passed and adopted.

I certify that the City of Lake St. Croix Beach adopted the above Resolution on this 11th day of January 2016.

Thomas McCarthy, Mayor

Susan Schuler, City Clerk-Administrator

RESOLUTION NO. 2016-02

**CITY OF LAKE ST. CROIX BEACH
WASHINGTON COUNTY, MINNESOTA**

Member _____ introduced the following Resolution and moved its adoption:

CITY OF LAKE ST. CROIX BEACH 2016 CITY FEES

WHEREAS, the City Council approves the city fee schedule on an annual basis,

WHEREAS the attached schedule, if approved, shall serve as the official document city staff uses throughout the year to reference appropriate fee amounts for various licenses, permits, and city services

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lake St. Croix Beach hereby adopts the attached 2016 fee schedule as presented.

The Motion for the adoption of the foregoing Resolution was duly seconded by Member _____. The following vote was taken:

Councilmember Unker	_____
Councilmember Reiter	_____
Councilmember Brown	_____
Councilmember Kline	_____
Mayor McCarthy	_____

Approved:

Tom McCarthy, Mayor

ATTEST:

Susan Schuler, City Clerk-Administrator

Councilmember _____ moved the following:

RESOLUTION NO. 2016-03

**CITY OF LAKE ST CROIX BEACH
WASHINGTON COUNTY, MINNESOTA**

**A RESOLUTION AUTHORIZING SIGNATORY POWER WITH US BANK FOR
THE CITY OF LAKE ST. CROIX BEACH**

WHEREAS, it is a requirement of US Bank to receive documentation authorizing the following as official signers for transactions related to banking:

Mayor	Thomas McCarthy
Deputy Mayor	
City Clerk-Administrator	Sue Schuler
Deputy Clerk-Treasurer	Amy Truhlar

NOW, THEREFORE, BE IT RESOLVED, that the Lake St. Croix Beach City Council does hereby approve Mayor Thomas McCarthy, Deputy Mayor Charles Brown, City Clerk-Administrator Sue Schuler, and Deputy Clerk-Treasurer Amy Truhlar as the City's signatory representatives with US Bank for the City.

The Motion for the adoption of the foregoing Resolution was duly seconded by Councilmember _____. The following vote was taken:

Councilmember Unker	_____
Councilmember Reiter	_____
Councilmember Brown	_____
Councilmember Kline	_____
Mayor McCarthy	_____

WHEREUPON, said Resolution was declared duly passed and adopted.

I certify that the City of Lake St. Croix Beach adopted the above Resolution on this 11th day of January 2016.

Thomas McCarthy, Mayor

Susan Schuler, City Clerk-Administrator



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

_____ selects liability coverage limits of \$_____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____ Position _____

DONATIONS TO FIRE DEPT FOR LED. SIGN

AFTON \$ 1404.51

LAKE LAND \$ 2717.81

LAKE LAND SHORES \$ 604.36

ST MARY PT. \$ 591.08

LAKE ST LOUIS BEACH ○

