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

SPECIAL CITY COUNCIL MEETING

November 9, 2015

MEMBERS PRESENT:	Tom McCarthy, Charles Brown, Michelle Kline, Cindie Reiter, Jim Unker
STAFF PRESENT:	Kevin Sandstrom, Susan Schuler, Amy Truhlar
OTHERS PRESENT:	Jon Place

CALL TO ORDER by Mayor McCarthy at 4:30 p.m.

VARIOUS CITY COUNCIL GOALS AND PRIORITIES

Mayor McCarthy quickly recounted some things the City Council has accomplished in 2015. The City Council discussed some goals they had for 2016. It was suggested that all forms should be available online and easily available in City Hall as this could help with improved communication. Councilmember Unker stated he would like to update the Complaint Policy. There was discussion regarding large purchases and how they should be made.

HOW TO IMPROVE COUNCIL RELATIONS/FUNCTIONS

City Attorney Kevin Sandstrom noted that more arguments seem to occur between the City Council when items are brought up at the meeting. Documentation and background information for agenda items should be given to city staff by Wednesday prior to the City Council meeting for inclusion in the packets. He noted that staff can help get the background information, but the request for staff help should be made at least two weeks prior to the City Council meeting. Councilmember Unker asked for the agenda to be sent to the City Councilmembers on Friday before the meeting so he can determine when he should pick up the agenda. It was noted that the agenda and packet are on the website as soon as they are ready.

Attorney Sandstrom pointed out that Councilmembers should be allowed to speak without interruptions. After one person is done speaking, another person can speak without being interrupted. The mayor should be the one to run the meeting in this manner.

The suggestion was also made that a motion should be made regarding the topic after an initial report of the issue. A Councilmember's name should follow the discussion item if they have asked for the item to be placed on the agenda. Discussion can follow after the motion has been made and seconded. Public comments should only be made at the beginning of the meeting during the public comments section unless a particular topic pertains directly to a person and their property.

PERSONNEL TO INCLUDE JOHN BUCKLEY

Mayor McCarthy stated that he was told that Building Inspector John Buckley will be retiring at the end of the year and joining MNSPECT, the company used by Lakeland and Lakeland Shores as their building inspectors. He asked whether the city should also consider going with MNSPECT. Staff noted that they had spoken with Mr. Buckley, and he has no plans to retire. The City Council asked that Mr. Buckley's hours be placed in the posting board outside the front door of City Hall.

AGENDAS

It was noted that Council reports should not be used to bring up action items. Councilmember Unker also asked that Councilmembers not give their opinions on action taken earlier.

EASEMENTS

City Attorney Sandstrom explained that an easement a right to use another person's property for a specific use. There are many types of easements, and the easement can not be rescinded unless agreed upon by both parties. The property owner can still use their land as they want and are allowed provided it does not interfere with the easement. For instance, if there is a utility easement on your property, you can not build a structure on the easement. The easement will typically include a portion on either side of the utility. Power lines in the air also have easements, so power companies can trim the trees around the lines. A right-of-way (ROW) is another type of easement.

CITY SERVICES PROPOSAL

Mayor McCarthy suggested this be added to the agenda for the November City Council meeting on Monday, November 16, 2015

ADJOURNMENT

MOTION BY COUNCILMEMBER BROWN, SECONDED BY MAYOR MCCARTHY, TO ADJOURN THE SPECIAL CITY COUNCIL MEETING AT 6:00 P.M. MOTION PASSED UNANIMOUSLY.

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Thomas McCarthy, Mayor

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Susan Schuler, City Clerk-Administrator