

City of Lake St. Croix Beach
City Hall
16455 20th Street South
Lake St. Croix Beach, MN 55043

Staff:
City Clerk-Administrator
Angel Smith
Deputy Clerk-Treasurer
Amy Truhlar

City Hall Hours:
9:30 – 1:30 Monday, Tuesday, Thursday
Call for an appointment at other times
Phone Number: (651) 436-7031
Fax: (651) 436-8310
Email: lscb@comcast.net
Website: www.lscb.govoffice.com

November, 2013

Issue No. 491

Lake St. Croix Beach

The official posting place for Lake St. Croix Beach city meetings is at the posting board near the front door at City Hall. A majority of the City Council may be in attendance at any city meeting.

November Calendar

Note: All city meetings start at 7:00 p.m. and are held at the City Hall except as noted otherwise.

Tuesday, November 5

School District Election – 7:00 am – 8:00 pm at Afton-Lakeland Elementary School

Wednesday, November 6

Planning Commission – CUP Renewal Public Hearing

Thursday, November 7

Recycle Day

Tuesday, November 12

Park Commission

Wednesday, November 13

LSCV Fire District at Fire Hall

Thursday, November 14

Middle SCV WMO meeting at Washington Conservation District Office

Monday, November 18

Regular City Council Meeting

Thursday, November 21

Recycle Day

Monday, November 25

LSCV Alliance – 4:30 p.m. at Fire Hall

November 28-29

City Offices Closed for Thanksgiving Holiday

VETERANS RECOGNITION DINNER

To thank and honor our local veterans and their families for their service to our country, the Yellow Ribbon Alliance of the Lower St. Croix Valley is hosting a Veterans Recognition Dinner on Tuesday, November 12, 2013 from 5:00 p.m. to 7:00 p.m. at The Church of St. Francis of Assisi, 16770 13th Street South, Lake St. Croix Beach. The event will include a free catered dinner, music, and prizes.

Reminder

ALL dock and mooring structures need to be removed from Shoreland Park by November 15.

Condolences to the Jansen family, the Westmoreland family, the family of Russ Jackson, the family of Chris Farnham, the family of Terry Lund, the family of Councilmember Reiter, and the Kafka family.



House Numbers

Ordinance 505.045 It shall be the duty of the owner, lessor and/or occupant of every house, apartment, duplex, industrial, commercial, or other building to have house and/or building numbers clearly displayed thereon, either by affixing to said building or sign post . . . The numbers shall not be less than 3 inches in height, in a contrasting color to the base and be placed as to be easily and clearly seen from the street when approached from either direction.



Join our email list and receive updates about current Lake St. Croix Beach news and events. If you would like to be included, please submit your name, organization, phone number and email address to asmithlscb@comcast.net.

Impound notices are now posted in posting box outside the front door of City Hall.

As we prepare for the cold weather season, please make sure that your property does not have any shrubs or tree limbs hanging over the road. The final day of this year for residents to get rid of brush free of charge is November 2nd, 8:00 a.m. – 11:00 a.m. at Aggregate Industries, so please take advantage of this if you can. Trimming back your shrubs and trees will allow the snowplow drivers to completely clear the roadways.

I, along with the City Council and city staff, hope that you and your family have a very Happy Thanksgiving!

Mayor Tom

Annual Notice to All Residential Utility Customers

Bills can pile up just like snow, but the Minnesota Cold Weather Rule is designed to protect people who may have trouble paying their utility bills in winter. The Minnesota Cold Weather Rule applies from October 15 to April 15. The rule, established by the Minnesota Public Utilities Commission, means that your utility cannot disconnect your residential electric service during the winter if the customer meets the following requirements:

1. Utility disconnection would affect the customer's primary heat source;
2. The customer has declared inability to pay on forms provided by the utility (Note: Customers receiving "any form of public assistance," including energy assistance, are deemed to have qualified for inability to pay status);
3. The household income of the customer is less than 50% of the state median income level, as documented by the customer to the utility; and
4. The customer enters into and makes reasonably timely payments under a payment agreement that considers the financial resources of the household.

If you have trouble paying your utility bill, local agencies may be able to provide payment assistance. The state Department of Human Services recommends you call the county in which you live.

If you know you are going to have trouble paying your utility bills, please contact the utility to try and work out a payment schedule.

**CITY OF LAKE ST. CROIX BEACH
WASHINGTON COUNTY, MINNESOTA
ANNUAL REVIEW OF CONDITIONAL USE PERMITS
AND CERTIFICATES OF COMPLIANCE**

NOTICE IS HEREBY GIVEN that the Planning Commission for the City of Lake St. Croix Beach, Washington County, Minnesota shall hold a public hearing as part of the Annual Review of Conditional Use Permits and Certificates of Compliance for businesses in the City of Lake St. Croix Beach. The public hearing shall be held at **7:00 p.m. on Wednesday, November 6, 2013** at the City Hall, 16455 20th Street South. All written and verbal comments will be considered.

Conditional Use Permits

A+ Lakeland Auto - 1770 St. Croix Trail South
Beach Bar - 2030 St. Croix Trail South
Beedle, Jack (old fire barn) - 2040 St. Croix Trail South
Bohnhoff, John (duplex) - 1936 Racine Avenue South
City of Lake St. Croix Beach - 16455 20th St South
Erickson Oil Products d/b/a Freedom - 2020 St. Croix Trail South
Holslin, Paul (duplex) - 16360 & 16370 18th Street South
Kopp Sign - 16343 19th Street South
Lower St. Croix Valley Fire Department - 1560 St. Croix Trail South
LPD Electric - 1950 Quasar Avenue South
Nails Etc. - 1980 Quasar Avenue South
Scenic Hills Alternative Care "Queen's House" – 1990 Queens Avenue South
Wood Wonders Supply and Design - 1925 Quinlan Ave. S.

Certificate of Compliance

St. Francis of Assisi Catholic Church, 16770 13th Street South

Review of the findings and recommendation of the Planning Commission shall be held by the City Council on November 18, 2013 at 7:00 p.m. at the City Hall.

Garbage Cans Must be Stored In Your Back Yard !

Section 801.070 of City Code States:

"In all residentially zoned areas of the city, no person shall store or allow to be stored on their property any garbage or refuse except in the rear lot area. Garbage containers may be moved to the front yard area on the day of garbage collection. Storage of garbage containers is only allowed in the front yard if a written permit is granted by the City Clerk."

THE CITY OF LAKE ST. CROIX BEACH HOSTS A THANKSGIVING FOOD DRIVE

Imagine having no food to place on your table for Thanksgiving or a food pantry with not enough food for those in need. The City of Lake St. Croix Beach invites you to join us as we host a Thanksgiving Food Drive.

Help support individuals and families in need by dropping off non-perishable food items until Monday, November 25th at City Hall. City Hall is located at 16455 20th Street South, Lake St. Croix Beach, MN 55043. All items collected from the food drive will be donated to Valley Outreach, located in Stillwater. Valley Outreach works to provide food, clothing, and emergency assistance to eligible St. Croix Valley residents.

All questions and or concerns may be directed to City Hall.

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Lake St Croix Beach



Holiday Arts & Craft Sale Dec 7, 2013

Looking for local crafters and artists!!!! On December 7th St Croix Beach will be hosting a craft sale at City Hall from 10 AM – 5 PM. This is a chance for our neighbors to get together and show our local talents. Handmade items only please. We have 20 spots available and we will be giving them out on a first come first serve basis. All payments to the craft show will be donated to the LSCB Play Ground Fund and will be tax deductible. If you would like to be part of our first annual Holiday Arts & Craft Fair, please fill out the form below and mail it in to: Jeannie Paulson, 16681 16th St, Lakeland 55043. Please make your check payable to Lower St Croix Valley Foundation and make note of the LSCB Playground Fund in the memo line. If you have any questions or concerns you can contact Jeannie at jjjpaulson@gmail.com

Local \$10.00 Non-local \$15.00 Electricity \$3.00 Table Rental \$5.00

Name _____ Phone _____

E-mail _____

Name of Booth _____

Type of Product _____

Local Y / N Electricity Y / N Table Y / N Total \$ _____

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NAME THE NEWSLETTER CONTEST

We need your help naming our new City Newsletter. Please submit your most creative name to City Hall by 5:00 p.m. on Monday, December 2, 2013. The person who submits the winning name will receive recognition in the newsletter and at a designated City Council meeting.

RULES: The contest will run 6 weeks (October 28 – December 2).

1. Only City of Lake St. Croix Beach residents may enter.
2. Participants may enter more than one suggested newsletter name.
3. The name should have some significance for the reader.

Designated City Commission members will select the winning newsletter name. All questions and or concerns may be directed to City Hall.

Calendar of Events for Valley Library in Lakeland – November 2013

Valley Library
380 St. Croix Trail South
Website: www.washington.lib.mn.us
Phone: (651) 436-5882
Monday, Friday, Saturday 10 a.m. – 2 p.m.
Tuesday - Thursday 2 p.m. – 6 p.m.

Storytime

November 4, 18, and 25 at 10:30 a.m.

Valley Book Club

Thursday, November 21, 5:00 p.m.

Book selected for this meeting is "The Immortal Life of Henrietta Lacks" by Rebecca Skloot. The book club is meeting a week earlier than usual because of the Thanksgiving Day holiday. Just read the book, come, and discuss.

Dog Gone Reading

Tuesday, November 26, 4:00 p.m. – 6:00 p.m.

Children in grades K-7 practice reading by reading aloud to Chase, a specially trained dog, and his owner. Reading sessions are 15 minutes in length. Sign up to read at the library.

PC Class

Friday, November 8, 9:00 a.m.

Instructor will offer an "open lab" approach, providing help with computer use where needed and answering individuals' specific questions. Bring your questions about PC and Internet use. Maximum of 4 people per session. No registration.

Did You Know...

From Minnesota State Statutes, Section 168.011, subdivision 4: A Segway is considered an electric personal assistive mobility device, defined in Minnesota law as a self-balancing device with two nontandem wheels designed to transport not more than one person, and operated by an electric propulsion system that limits the maximum speed of the device to 15 miles per hour. Except as otherwise provided by law, a person operating an electric assistive mobility device has the rights and responsibilities of a pedestrian.

Public Safety

(Including Reports)



Law Enforcement Report

September, 2013

Complaints Investigated

| | |
|------------------------------|----------------------|
| 5 Residence/Welfare Check | 1 Damage to Property |
| 4 Medical | 1 Suspicious Vehicle |
| 4 Civil/Family/Public Assist | 1 Dumping Complaint |
| 3 Animal Complaints | 1 Debit Card Fraud |
| 2 Theft Reports | 1 Civil Issue |
| 2 Gas Drive-Off | |
| 2 Loud Party Complaint | |

Citations Issued: 1

• **Sheriff's TIPLine**

A quick, simple way to forward information to Washington County Investigators anonymously.

E-mail: sheriff@co.washington.mn.us

Or Phone 651-430-7850

Crime in progress – call 911

Fire Department Report



The Fire Department reported 40 runs in September, 9 of which were in Lake St. Croix Beach.

The Fire Department's Website is www.lscvfd.com.



Animal Control

In the month of September, 1 dog and 5 cats were reported lost, and 0 animals were reported found.

Reminder: Animal License Renewals are now due. All dogs and cats over 6 months of age must be licensed. Licenses can be purchased at City Hall during normal business hours or by mail. **Application, payment, and proof of current rabies vaccination required.**

2013 – 2015 Animal License Application

Fee: \$10 neutered/spayed, \$25 not neutered/spayed

Proof of current rabies vaccination must accompany application.

Animal's Name _____ Age _____
Breed _____
Sex Male or Female Spayed/Neutered Yes or No
Weight _____ Color _____
Owner's Name _____
Street Address _____
Phone No. _____
Cell Phone (optional) _____
Email (optional) _____

***Mail to: City of Lake St. Croix Beach, 16455 20th Street South,
Lake St. Croix Beach, MN 55043***

Building Permits



Remember to Contact the Building Inspector
before you start a project!

The Building Inspector, is located at
Lakeland Water Department Plant No. 2
1190 St. Croix Trail South

Mailing Address: P. O. Box 321, Lakeland, MN 55043,
Phone: 651-436-1405

**Please note: The Building Department Office
Hours**

Mondays 8:00 – 10:00 a.m.

Thursdays 8:00 - 10:00 a.m.

Solid Waste and Recycling

Garbage Service

The City of Lake St. Croix Beach currently has three garbage haulers who are licensed to collect garbage on **Wednesdays and Thursdays** only:

Highland Sanitation 651-458-0043
Maroney Service Inc. 651-439-7279
Waste Management 651-437-9201

Residents may choose a garbage hauler from those who are licensed with the City. All residents must have a contract with a garbage hauler or be able to prove that their garbage is taken to a proper collection site.

Recycle Service

We use a single-sort recycle service. Only certain materials can be recycled. These items are listed on the lid of the cart. Please set your recycle cart at the curb by 7:00 a.m. every other **Thursday**.

Recycle Hauler is Waste Management 877-969-2783

Hazardous Waste Site

General Information

Did you know that residents can drop-off household hazardous waste, electronics, and recyclables for free at the new Washington County Environmental Center? The Center is located at 4039 Cottage Grove Drive in Woodbury, near the intersection of Manning and Bailey Road, just 4 miles south of I-94. The Center replaces the Hazardous Materials Collection Site in Oakdale, which permanently closed in 2009.

The Environmental Center is open:

Tuesdays Noon – 7:00 p.m.
Thursdays 9:00 a.m. – 2:00 p.m.
Saturdays 9:00 a.m. – 2:00 p.m.

Free Product Room

Don't need it? Someone might! Did you know that some of the items you drop-off at the Environmental Center might be stocked in the *Free Product Room* for other residents to pick up, free of charge?

The *Free Product Room* is located inside of the Washington County Environmental Center at 4039 Cottage Grove Drive in Woodbury. Products set out in the *Free Product Room* are first screened for quality. Some of the more popular items are paint and stain. If you are on a tight budget, you might just find the

color you were looking for, and there's no cost to you. Other popular products set out in the *Free Product Room* are lawn & garden products and automotive fluids.

For materials collected and more information go to www.co.washington.mn.us/envirocenter or call 430-6655.

Yard Waste Dropoff & Compost Site

Bayport: RSI

Location: 201 2nd Ave. S.

Also accept appliances and household junk

Phone: 651-430-2809

Woodbury: Compost Concepts

Location: 4600 Cottage Grove Drive

Phone: 651-436-1213

Cottage Grove: Cottage Grove Compost Site

9600 Glendenning Rd.

Phone: 651-459-1556

Brush Site

Thanks to Aggregate Industries who has agreed to provide a disposal site for brush from Lake St. Croix Beach residents again this year.

Aggregate Industries does not accept any construction materials. They will accept only brush such as limbs, trees, and shrub trimmings. No leaves or grass. The site will be open from 8:00 to 11:00 am on the following Saturdays (first Saturday of the month, excluding holidays):

November 2

Community News

XYZ Club (Extra Years of Zest)

XYZ Club, for seniors 55 years and older, meets every Tuesday morning at Memorial Lutheran Church in Afton. Cards will be played at 9:00 a.m. with a coffee break at 10:00 a.m., followed by more card playing until noon. Programs will be announced as they develop. For information, registration, or cancellation, call Marian Glasbergenner at 651-436-7742 on Mondays.

Lake St. Croix Beach City Hall

16455 20th Street South

Lake St. Croix Beach, MN 55043

Phone: 651-436-7031

Fax: 651-436-8310

E-Mail: lscb@comcast.net

Web Site: www.lscb.govoffice.com

Office Hours: 9:30 a.m. – 1:30 p.m.

Monday, Tuesday & Thursday or call for an appointment.



**The Lake St. Croix Beach City Council Meetings
may be viewed on Channel 16.**

- Schedule:**
- Nov. 6 at 4 p.m. and midnight
 - Nov. 7 at 7 a.m.
 - Nov. 13 at 1 p.m. and 9 p.m.
 - Nov. 14 at 9 a.m.
 - Nov. 20 at 4 p.m. and midnight
 - Nov. 21 at 7 a.m.
 - Nov. 27 at 1 p.m. and 9 p.m.
 - Nov. 28 at 9 a.m.

Upon occasion, the transmission of these meetings may be delayed or not available due to technical difficulties. Check their website for more information www.vactv.org



**HIGHLIGHTS
REGULAR CITY COUNCIL**

The following are unapproved minutes from the October 21, 2013 City Council meeting. *Minutes may at times be condensed to fit space. (Complete minutes on file at City Hall.)*

Members Present Tom McCarthy, Charles W. Brown, Cheryl Kopp, Cindie Reiter, Jim Unker

Staff Present John Parotti, Kevin Sandstrom, Angel Smith, Amy Truhlar

Others Present Dawn Bulera, Dave Wanless, Larry Osterman, Doug Anschutz, Kris Peterson, Jim Stanley, Mary Parr, Lyle Sorenson, Paula Caligueri, Paul Caligueri

- **Call To Order** by Mayor McCarthy at 7:03 p.m.
- **Pledge of Allegiance** was said.
- **Approve Agenda** Agenda Item 3
M/S/P (Reiter, Brown) TO APPROVE THE AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.
- **Consent Agenda** Agenda Item 6
M/S/P (Reiter, Kopp) TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE FOLLOWING ROLL CALL VOTE WAS TAKEN: UNKER – NAY.

Councilmember Reiter stated that she though consent agendas should be approved by unanimous vote and asked what he objected to. City Attorney Sandstrom advised that he was not aware of any requirement that a consent agenda must be unanimous.

REITER – ABSTAIN, KOPP – AYE, BROWN- AYE, MCCARTHY – AYE.

M/S/P (Reiter, Kopp) TO APPROVE THE MINUTES OF THE REGULAR CITY COUNCIL MEETING ON SEPTEMBER 16, 2013 AS PRESENTED. MOTION PASSED, 3 AYES, 1 ABSTAIN (REITER), 1 NAY (UNKER).

M/S/P (Reiter, Kopp) TO APPROVE RESOLUTION 2013-15, A RESOLUTION ACCEPTING A DONATION OF VARIOUS ITEMS. MOTION PASSED, 3 AYES, 1 ABSTAIN (REITER), 1 NAY (UNKER).

• **OPEN COMMENTS FROM THE PUBLIC**

Mary Parr, 1430 Quasar Court South, reported that portions of the minutes in the October newsletter were from the August meeting, and not the September meeting. She noted

that she did report this error to city staff. Councilmember Unker stated that the minutes in the newsletter were unapproved minutes, and he thought only approved minutes should be included in the newsletter.

M/S/F (Unker, Kopp) THAT GOING FORWARD ONLY APPROVED MINUTES SHOULD BE PUBLISHED IN THE NEWSLETTER.

Ms. Parr pointed out that if only approved minutes are published in the newsletter, the minutes would be old by the time they got to people, and that was not acceptable to her. Councilmember Rieter noted that if only approved minutes are published in the newsletter, people would not be made aware of upcoming issues. For instance, if the September City Council minutes made note of an upcoming issue at the October City Council meeting, that information would be published in the newsletter in November, after the October City Council meeting had occurred.

MOTION FAILED, 2 AYES, 3 NAYS (BROWN, MCCARTHY, REITER).

• **PUBLIC SAFETY REPORTS**

Presented by Councilmember Kopp

Law Enforcement

- 47 calls, 1 citation

Animal Control

- 3 calls
- 1 dog, 5 cats lost; 0 animals found

Kris Peterson, Chief of the Lower St. Croix Valley Fire Protection District, reported 40 calls in the month of September, six of which were in Lake St. Croix Beach. The status of the backordered defibrillator was being investigated.

Jim Stanley, Deputy Chief of the Lower St. Croix Valley Fire Protection District, asked that mailboxes recently installed in Quasar Court South be moved as they are too close to the fire hydrant in that area. The current location of the mailboxes would hinder operations in the area if they were needed. He will contact Mary Parr of the area's homeowner's association to discuss the issue.

Deputy Nick Sullivan reported that Deputy Hanson, who had been patrolling the lower valley area for many years, is now a deputy in the courts. Deputy Sullivan will be taking over her full-time shift. Deputy Clay Evans will be taking Deputy Sullivan's former role, as relief and replacement deputy. Deputy Sullivan reported that there was a Code Red call that went out the week of October 14, 2013. Many vehicles and houses were robbed. He reminded residents to lock their doors, and call 911 if suspicious activity is seen, especially at night.

• **CITY ENGINEER'S REPORT**

o **City Right-Of-Way Use**

John Parotti, City Engineer with SEH, explained that there have an increasing number of cases of residents using the right-of-way (ROW) in ways that they should not be used, such as paving or using gravel in the ROW for parking. Utilities and drainage controls/structures are located in the ROW, and the ROW and easements allow the city to maintain its infrastructure. Although the amount varies depending on the street width, 10-24 feet of lawns are ROW. Permanent structures such as parking pads or retaining walls should not be placed in the ROW.

Vegetation, especially at corners, should also be trimmed back from the ROW. This is necessary to maintain for line-of-sight (LOS) issues. Drivers need to be able to see approaching vehicles at intersections as well as pedestrians or bikers. Vehicles parked in the ROW may prevent clear vision. Mr. Parotti explained sight triangles at intersections and noted that Lake St. Croix Beach zoning code require that vision may not be impeded within 15 feet of an intersection.

Mayor McCarthy noted that the ROW is used for water runoff and snow removal. When snow is removed from the street, it is placed in the ROW. When stakes are placed right at the edge of the lawn, it prevents snow from being plowed all the way to the edge of the roadway. Stakes should be placed 3-5 feet away from the road edge. It was noted that if snow is not completely removed from the street, the melt and refreeze of the snow will cause potholes. Stakes may be plowed down if they are at the edge of the roadway. It was noted that utility poles are often placed right on the ROW line. Hydrants and street signs are often placed within the ROW. Vegetation in the ROW should not be allowed to grow higher than 2.5 feet.

Councilmember Reiter pointed out that some residents have paved or graveled a large portion of the ROW, even at corners. When this happens, the property owner will plow the extra paved or graveled area. The snow is then piled very high at the corner, making it impossible to have clear vision approaching the intersection.

- **NEW BUSINESS**

- **B & H Photo-Video – Microphone Request**

It was noted that two microphones are needed to improve the quality of sound for speakers at the City Council dais. A quote was provided for two microphones and additional equipment needed for the sound.

M/S/P (McCarthy, Brown) TO PURCHASE TWO MICROPHONES AND EQUIPMENT FOR \$638.28. MOTION PASSED UNANIMOUSLY.

- **Holiday Craft Fair**

Dawn Bulera explained that a group of residents would like to hold a holiday craft fair at City Hall, which would run at the same time as Afton's Holiday Celebration on December 7, 2013, 10:00 a.m. – 5:00 p.m. A fee would be charged for each table for craft vendors. All fees collected would be donated to a newly set up Playground Fund. A donation box would also be available at the event for additional donations to go to the Playground Fund. The Boy Scouts will be selling light snacks and warm drinks. Flyers will be made and information will be placed in the Lake St. Croix Beach and Afton newsletters. Craft fair vendors will be charged a fee for electricity use, which will be given to the city. Ms. Bulera explained that the group is asking for the \$25 fee for the rental of City Hall to be waived.

Lyle Sorenson further explained that the Playground Fund will be set up through the Lower St. Croix Valley Foundation. Councilmember Reiter asked if there was a plan for playground equipment as she felt that asking for donations for future unknown playground equipment was unethical. Mr. Sorenson reported that a plan will be made up with goals for the fund. Ms. Bulera stated that the account will be set up with her and Jeannie Paulson on the account. Councilmember Reiter pointed out that the video equipment will need to be removed and the videographer paid for this work, and therefore she was not in favor of waiving the fee.

M/S/P (Unker, McCarthy) TO WAIVE THE \$25 RESERVATION FEE FOR CITY HALL RENTAL ON DECEMBER 7, 2013. MOTION PASSED, 4 AYES, 1 NAY (REITER).

Councilmember Reiter noted that the security deposit of \$100 was not being waived. City Clerk-Administrator Angel Smith noted that if they would like to have an article in the November newsletter for the event, it should be submitted to city staff by Friday, October 25, 2013.

- **Pettitt Park Shed Replacement**

Mayor McCarthy explained that a vehicle hit the small equipment shed at Pettitt Park and ruined the building. The Park Commission suggested replacing the building with a small pavilion with room for four picnic tables. A bid was received to

demolish the equipment shed and haul away the debris, build a small pavilion and purchase a small storage shed for the baseball team's equipment, consisting mostly of the pitching machine. The kit, for a wood storage shed, will be purchased by the contractor, but built and installed by volunteers. The contractor would like to demolish the existing shed before winter and erect the pavilion in the spring. He is requesting to be paid for the demolition portion after that work is completed. Another bid was requested but was not yet available at the time of the meeting. Two other bids were received for the demolition of the building of \$2,200 and \$2,500. Councilmember Reiter pointed out that the bid was not itemized, so the demolition bid was not separated from the rest of the bid to compare to the other demolition bids. Mayor McCarthy reported that the contractor told him the demolition portion of the bid was for \$1,500.

M/S/P (Reiter, McCarthy) TO ACCEPT THE BID FROM ANTONSEN CONSTRUCTION, INC. TO DEMOLISH THE DAMAGED BUILDING, BUY THE STORAGE SHED KIT, AND TO CONSTRUCT THE PAVILION FOR A TOTAL OF \$13,000, CONTINGENT UPON CURRENT WORK COMP COVERAGE WITH CERTIFICATE SUBMITTED TO CITY STAFF.

City Attorney Kevin Sandstrom suggested using the standard contract the city has used in the past for construction work.

MOTION PASSED UNANIMOUSLY.

- **CTAS Upgrade and Fee**

Councilmember Reiter explained that the city uses the CTAS (City and Town Accounting System) program from the Office of the State Auditor. This program has always been free for cities. The Office of State Auditor needs to rewrite the program. They estimate that the rewrite will cost approximately \$250,000. In order to pay for the rewrite, every city that would like to continue using the program will pay a one-time user fee of \$300 by December 15, 2013. Councilmember Reiter noted that the program works with the state auditor's requirements for reporting, and she would like to continue using CTAS.

M/S/P (Reiter, Brown) TO APPROVE THE ONE-TIME PAYMENT OF \$300 PAYABLE TO THE STATE AUDITOR'S OFFICE TO MOVE FORWARD WITH THE CTAS PROGRAM REWRITE.

Councilmember Brown asked whether the program would have a network version so it would be sharable. Councilmember Reiter replied that it will probably not have a network version, and this is only an issue if two people try to get on the system at the same time.

MOTION PASSED UNANIMOUSLY.

- **Issuance of IDS Judge Checks**

Councilmember Reiter reported that voters in Lakeland, Lakeland Shores, Lake St. Croix Beach, and St. Mary's Point will once again vote at Afton-Lakeland Elementary School for the School District election on November 5, 2013. Two judges from each of the communities staff the elections, and Councilmember Reiter is the elections coordinator. She is asking that the City of Lake St. Croix Beach issue checks for all the election judges. Staff wages and election judge wages will be reimbursed by the school district.

M/S/P (Reiter, Kopp) TO ALLOW STAFF AT LAKE ST. CROIX BEACH TO ISSUE THE ELECTION JUDGE CHECKS AND BE REIMBURSED BY THE SCHOOL DISTRICT. MOTION PASSED UNANIMOUSLY.

- **UNFINISHED BUSINESS**

- **City of Lake St. Croix Beach CUP Amendment**

City Clerk-Administrator Smith explained that the Planning Commission held a Public Hearing on October 2, 2013 regard-

ing the application to amend the Lake St. Croix Beach Conditional Use Permit (CUP) to allow the Washington County Sheriff's Substation to be relocated to Lake St. Croix Beach City Hall. The Planning Commission recommended approving the amendment to the CUP with several conditions. City Clerk-Administrator Smith read the Planning Commission's recommendation listing all the conditions.

M/S/P (McCarthy, Reiter) TO APPROVE THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE REQUEST TO AMEND THE CONDITIONAL USE PERMIT FOR THE CITY OF LAKE ST. CROIX BEACH TO ALLOW THE WASHINGTON COUNTY SHERIFF'S SUBSTATION AT CITY HALL WITH THE FOLLOWING CONDITIONS: NO ADDITIONAL SIGNAGE, NO NEW OR ADDITIONAL TOWERS OR ANTENNAS, NO ADDITIONAL FENCING, NO ADDITIONAL ACCESSORY BUILDINGS, NO ADDITIONAL EXTERIOR LIGHTING, NO EXTERIOR SCREENING, NO ADDITIONAL ON-STREET PARKING, HOURS OF OPERATION WILL BE 24 HOURS A DAY AND SEVEN DAYS A WEEK, SHERIFF'S OFFICE SUBSTATION MUST BE SECURE AT ALL TIMES, PROPER VENTILATION MUST BE INSTALLED, A FIRE SUPPRESSION SYSTEM MUST BE MAINTAINED. THE SHERIFF'S SUBSTATION IS A GOVERNMENTAL USE, WHICH CONTINUES THE CURRENT USE OF CITY HALL. THIS USE CONFORMS TO THE COMPREHENSIVE PLAN AND IS COMPATIBLE WITH THE EXISTING NEIGHBORHOOD. ANY AND ALL FIREARMS AND CHEMICAL EQUIPMENT MUST BE SECURED AT ALL TIMES.

Councilmember Unker asked why the Planning Commission put a restriction on additional signage on their recommendation. City Attorney Sandstrom noted that the Planning Commission had discussions with representatives from the Sheriff's Office. The representatives stated that they did not need additional signage. Therefore, the Planning Commission made it a condition of the approval. Councilmember Unker confirmed that if this were approved, this is the only continuation of governmental use that was being approved. If another governmental unit were to apply to move into City Hall, the whole process of the CUP amendment would be gone through again. Councilmember Unker asked why no additional towers or antennas were being allowed. City Attorney Sandstrom pointed out that the Sheriff's Office stated they did not need additional towers or antennas. He added that the Planning Commission limited their discussion to the exterior of the building. The Sheriff's Office needs no alterations to the exterior of the building in order to operate the substation at this location. Councilmember Unker asked about the additional on-street parking restriction. Councilmember Reiter noted that although additional cars may be parked in the back City Hall parking lot, that is not considered on-street parking.

MOTION PASSED UNANIMOUSLY.

Councilmember Reiter asked that the original Lake St. Croix Beach CUP be retrieved and used as some incorrect changes had been made.

o **Unauthorized Tree Clearing**

Tom Johnson stated he has lived in the area for 74 years. He stated that previous clerks told him he did not need permission to go onto his property and that this unimproved street was for his property. No other property is accessible by only this street. Mr. Johnson added that neighbors he talked to in the area were happy with his clearing because the sun now was getting to their lawns.

Mayor McCarthy asked what Mr. Johnson's intent was for this property. Mr. Johnson noted that he submitted a statement to City Clerk-Administrator Smith noting his intentions.

Mr. Johnson preferred to leave seed the unimproved street with grass and mow it. In the future, when the housing market improves, he may decide to build a home on the property. For now, he would just like to clean the area and take out what has been taken down. Mr. Johnson stated that much of what he removed was buckthorn. Mayor McCarthy pointed out that the City Council is only concerned with the removal of trees on city property. He confirmed that Mr. Johnson would not take out any more trees on city property.

City Attorney Sandstrom noted that this property has always been landlocked, and the city had no obligation to build a road for a property owner to access their property. Mr. Johnson stated that there is no water stop at the property. Councilmember Reiter pointed out that water connection to a property was the owner's responsibility. A large deposit to the city would need to be submitted for damage to paved roads. She stated that Mr. Johnson had a right to clear his own property of vegetation. Mr. Johnson responded that in order to do that, the unimproved street needed to be cleared. He stated that there is a road in that location on the city maps, and the road only serves his property. Councilmember Reiter noted that in order for a lot to be considered buildable, it must be a minimum of 100 feet by 100 feet. If the property did not get a water stop, it would have been determined to be unbuildable. Councilmember Reiter stated that she talked to the previous clerk who told her that there were extensive discussions regarding whether to put add a water stop to this property. Mr. Johnson noted that the previous clerk told him there was no record of those discussions.

Mayor McCarthy asked if Mr. Johnson's intent right now was to clean up the land. He asked what Mr. Johnson intended to do with city property. Mr. Johnson stated he would like to lay grass seed on city property and clear out what has already been removed. Councilmember Reiter asked if there was value for the old-growth trees that were removed. City Clerk-Administrator Smith stated that she had not been directed to gather that information, but she had information on the cost of replacing the trees with new trees.

Mayor McCarthy stated that Mr. Johnson should present a design for his plans for replacing vegetation on city property including how many and what types and sizes of trees he would be planting. There was discussion on types of trees and costs. Councilmember Reiter noted that the city should determine how much attorney fees have been incurred on this issue before the November City Council meeting. These fees would need to be recovered.

Paula Caliguero, 16566 18th Street South, a neighbor to the east of the unimproved street and the south of Mr. Johnson's property, explained that there was a large elm tree on Mr. Johnson's property that was leaning toward their property which they had asked him to remove. Another neighbor had also asked Mr. Johnson to remove the tree. The tree has been trimmed. Ms. Caliguero suggested that Mr. Johnson removed more trees on city property than was necessary to gain access to his property.

Mayor McCarthy reminded Mr. Johnson to submit a detailed plan of vegetation replacement before the November City Council meeting.

o **Administrative Citations Ordinance**

City Attorney Sandstrom explained that the City Council had asked him to draft an ordinance to put an administrative citations process in place. This arose in discussions regarding an automated parking system at the beach parking lot. He presented an ordinance allowing the city to issue administrative citations. This ordinance would eliminate chapter 104 of the current city codes and replace it with this new ordinance, chapter 105. Chapter 105 includes chapter 104 and many new provisions related to enforcement of ordinances, including an administrative citation process. Councilmember Reiter con-

firmed that this ordinance was not eliminating the wording from chapter 104, but including that wording in chapter 105. City Attorney Sandstrom pointed out the section that contained the complete wording from 104. He added that the City Council could adopt this ordinance or make any changes to it they felt necessary. If this ordinance was approved, a summary of the code should be drafted for publication purposes. The ordinance would not be enacted until the summary was published.

It was noted that this ordinance did not require that a parking meter be installed at the beach parking lot, but it did allow city staff to issue administrative citations for any ordinance violation. The parking meter did not need to be approved in order for the ordinance to be approved.

M/S/P (McCarthy, Brown) TO APPROVE ORDINANCE 2013- , AN ORDINANCE ENACTING CODE ENFORCEMENT PROCEDURES.

FRIENDLY AMENDMENT BY COUNCILMEMBER REITER, ACCEPTED BY MAYOR MCCARTHY TO CHANGE "RE" TO "REGARDING" IN SECTION 105.020 AND CHANGE THE CITY CLERK'S NAME TO ANGEL SMITH.

MOTION PASSED, 4 AYES, 1 NAY (REITER).

M/S/P (Unker, McCarthy) THAT ALTHOUGH THE ORDINANCE HAS BEEN APPROVED, A SUMMARY WILL BE DRAFTED FOR PUBLICATION PURPOSES. MOTION PASSED UNANIMOUSLY.

- **COUNCIL/STAFF REPORTS**

- **Councilmember Brown's Report**

- Councilmember Brown reported that the bluff restoration area has been completed and the area looks great.

- **Councilmember Kopp's Report**

- Councilmember Kopp reported that the Yellow Ribbon Alliance will be holding a Veteran's Dinner on November 12, 2013, 5:00 p.m. – 7:00 p.m. at St. Francis of Assisi Church. Mary Parr added that the dinner will be catered this year.

- **Councilmember Unker's Report**

- Councilmember Unker reported that there have been no additional Cable Commission meetings, and he has received no notice of upcoming meetings. He has received numerous complaints regarding "garbage houses." He stated that friendly letters will be sent to these property owners asking them to clean up their properties within 10 days. After that, nuisance violations will be brought to the City Council.

- **Councilmember Reiter's Report**

- Councilmember Reiter reported that representatives from MnDOT attended the last meeting of the Middle St. Croix Water Management Organization (WMO) to give an update on the plans for the St. Croix River bridge and challenges they are encountering with drainage ponds. MnDOT representatives also discussed the amount of time spent designing plans for various drainage issues. The Partnership Team will meet on October 30, 2013. She reported that the Planning Commission discussed the City's CUP.

A number of residents have passed recently, and although they may not have been included in city newsletters, she offered condolences to the Jansen family, the Westmoreland family, the family of Russ Jackson, the family of Chris Farnham, the family of Terry Lund, and the Kafka family.

- **Mayor McCarthy's Report**

- Mayor McCarthy reported that the city removed 6 trees and overhanging branches. There are stumps left behind from the tree removals. Many of the stumps are very close to the

road and should be ground up. He received a bid for stump grinding.

M/S/P (Reiter, Kopp) TO APPROVE THE EXPENDITURE OF \$425 FOR STUMP GRINDING. MOTION PASSED UNANIMOUSLY.

Mayor McCarthy asked people to remove stakes from the edge of their yard and place them 3-5 feet from the street edge. The last brush day is Saturday, November 2, 2013, 8:00 a.m. – 11:00 a.m. It was noted that Aggregate Industries, which accepts the brush is located along the Frontage Road on the north side of I-94.

The monitors on the City Council dais have been hooked up, but extension cords are currently being used. He asked for approval of the expenditure to drill a hole in the floor, and run electrical cords to the fuse panel.

M/S/P (Unker, Reiter) TO APPROVE THE EXPENDITURE OF UP TO \$500 FOR ELECTRICAL SERVICE FOR THE CITY COUNCIL DAIS MONITORS. MOTION PASSED UNANIMOUSLY.

City Attorney's Report

Nothing further to report.

City Clerk-Administrator Smith's Report

City Clerk-Administrator Angel Smith reported that she went on a tour of Valley Outreach in Stillwater to see the services they provide. She is working to partner with them on a Thanksgiving Canned Goods Food Drive. City Hall would be a drop-off location for the canned goods. Citizens in need in the lower valley area can go to Valley Outreach for necessary items such as food or clothes. She asked the City Council for their approval for the canned food drive. The last day for canned goods drop-offs would be Monday, November 25, 2013. Valley Outreach will pick up the donations from City Hall. Mary Parr noted that she has volunteered with this organization. She reported that the organization interviews clients to verify their need before allowing them to receive items.

A newsletter naming contest will held. Tasteful names will be accepted for consideration. Residents can submit as many ideas as they would like. Winning name will be announced in the January newsletter and recognized at the January City Council meeting.

Ms. Smith reported that notices of impound are placed in the posting box located at City Hall. She is working with Washington County Public Works regarding a "Beach Access" sign that was removed several years ago when St. Croix Trail (CSAH 18) was being reconstructed. Ms. Smith is working Steve Gransee, at Washington County, on information regarding the tax forfeiture parcel the City Council discussed at the September City Council meeting. Emails regarding Requests for Proposals (RFP) for the audit were sent to 10 firms to gauge their interest in submitting a proposal. Business cards will be made in-house soon.

Submissions for the October newsletter should be submitted to city staff by noon on Monday, October 28.

Mayor McCarthy asked what the next step was for the proposed Sheriff's substation. City Attorney Sandstrom stated that negotiations for the least terms and formal plans for the space are the next steps. He will review the Washington County proposed lease and will make suggestions for changes. Lease details will be discussed at the November City Council meeting. Staff was directed to get a detailed floor plan for the space from the Washington County Sheriff's Office. City Attorney Sandstrom will contact the Washington County Sheriff's Office to get the proposed lease.

Deputy Clerk-Treasurer Truhlar's Report

Deputy Clerk-Treasurer Amy Truhlar presented the bills for the month of October totaling \$39,075.08.

M/S/P (Reiter, Brown) TO PAY THE BILLS AS PRESENTED IN THE AMOUNT OF \$39,075.08. MOTION PASSED UNANIMOUSLY.

Councilmember Kopp asked why the videographer's pay was higher than usual. Deputy Clerk-Treasurer Truhlar reported that part of the disbursement was reimbursement for the purchase of DVDs.

• ADJOURNMENT

M/S/P (Brown, Reiter) TO ADJOURN AT 9:43 P.M. MOTION PASSED UNANIMOUSLY.

Acronyms and abbreviations that may appear in this newsletter.

| | | |
|---------|---|--|
| CC | = | City Council |
| EAC | = | Environmental Advisory Commission |
| FAC | = | Floodplain Advisory Commission |
| FEMA | = | Federal Emergency Management Agency |
| LSCVA | = | Lower St. Croix Valley Alliance |
| LSCV FD | = | Lower St. Croix Valley Fire Department |
| M/S/P | = | Moved, Seconded, and Passed |
| M/S/F | = | Moved, Seconded, and Failed |
| SEH | = | Short Elliott Hendrickson (City Engineer) |
| STS | = | Sentenced-To-Service |
| WMO | = | Middle St. Croix Water Management Organization |

Junk Cars

Ordinance 723.01 -- "Junk Vehicle" shall mean any of the following:

- Any type of vehicle requiring a license to operate on any public highway or street, but without a current license attached thereto.
- Any type of vehicle not in operable condition.
- Any type of vehicle that is partially dismantled and is used for sale of parts, or source for replacement parts for repair of other vehicles.
- Any type of vehicle that is kept for salvage or scrap of any sort.

Beware Winter/Spring Threats to

Septic Systems

Arctic cold and spring thaws can both present challenges to people who have individual septic treatment systems. People don't usually think about taking precautions with their septic systems until they have a problem at their own home. But by then the damage is done, and problems can be expensive to correct.

Even if you did not take precautions before the start of winter, it is not too late to do so now. You can do the following to help protect your septic systems from freezing and backing up into your home:

- Place a layer of straw, leaves, or hay over the pipes, tank and drain field for insulation.
- Use your water regularly. Regular water use, especially warm or hot water helps prevent a system from freezing.

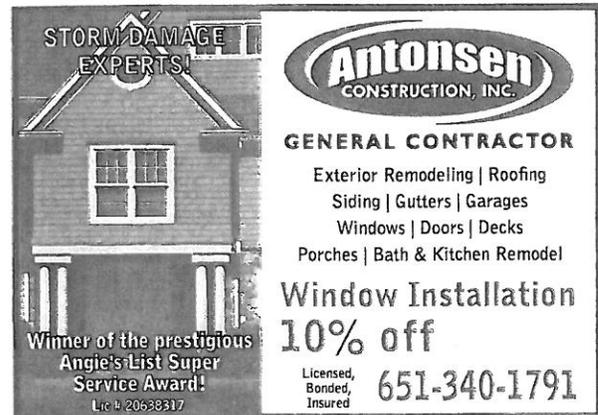
- Do not drive any vehicles, snowmobiles, or ATVs over your system. This is particularly true when the ground is softened by spring thaws.
- Have your tank pumped if you plan to be gone for an extended period of time. Also have a neighbor come over and flush toilets or run warm water down your system periodically while you are gone.
- Fix any leaky plumbing fixtures that may send a constant drip of cold water into your system.

Contact a professional septic pumper if you have already experienced a problem or fear you may have one starting. They are qualified to pump your tank if needed and/or determine how best to thaw out any frozen areas. If one of the pipes is frozen, the pumper will need to use a steamer to clear the ice. The tank is usually not what freezes; it is the pipe between the house and the tank or the drain field that freezes.

If your drain field (the open area, or piping network in which the surrounding soil absorbs the liquids from a septic tank) is already frozen, there is little that can be done except to have a certified septic pumper check and pump the tank regularly until the weather warms.

Already had your tank pumped but are experiencing a back up in your home? Then it is even more likely that the pipe between the house and tank is frozen, and you should call a professional to assess the problem.

A number of fact sheets are available on the MPCA website for more information on how best to prepare and maintain your septic system throughout the year at www.pca.state.mn.us/programs/ists/index.html. Additional information about the proper care of septic systems is available on the University of Minnesota Extension Service's website at <http://septic.umn.edu/homeowner/index.html>.



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City Council

Tom McCarthy

Mayor, 436-5686

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Charles Brown

Councilmember, 612-889-7588

E-Mail: chazbrown@comcast.net

Cheryl Kopp

Councilmember, 214-9665

E-Mail: ck66575@gmail.com

Cindie Reiter

Councilmember, 436-8244

E-Mail: cindie55043@gmail.com

Jim Unker

Councilmember, 340-5800

E-Mail: C6513405800@gmail.com

Services

Animal Control 715-386-7789

Building Inspector 651-436-1405

City Hall 651-436-7031

Fire Hall (non-emergency) 651-436-7033

Lakeland Water Utility 651-436-8044

Police (non-emergency) 651-439-9381

Street Lights Out - Xcel Energy 1-800-960-6235

Well Water Test Kits - Wash. Co. 430-6655

U. S. Post Office - Lakeland 651-436-5469

Waste Management (Recycling) 877-969-2783

Maroney's Sanitation 439-7279

Highland Sanitation 458-0043

Waste Management (Garbage) 437-9201

Fire, Medical & Sheriff Emergency 911

Representatives

Gary Kriesel

Washington County Commissioner 651-430-6213

Kathy Lohmer

Minnesota Representative (District 39B) 651-296-4244

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Betty McCollum

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Amy Klobuchar

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E-mail: klobuchar@senate.gov

Al Franken

U. S. Senator 651-221-1016 or 202-224-5641

E-mail: info@franken.senate.gov

Meeting Schedule

- Planning Commission – 1st Wednesday
- LSCV Alliance – 4th Monday at Fire Hall at 4:30
- Middle SCV WMO – 2nd Thursday at Washington Conservation District Office
- Park Commission 2nd Tuesday
- Recycle Committee Varies
- LSCV Partnership Team – Varies
- City Council 3rd Mon (2nd Mon in Jan & Feb)
- Land Use Review Committee Varies
- LSCV Fire District – 2nd Wednesday at Fire Hall

Please call the City Hall at 651-436-7031 for the address of any meeting held outside of the City. Check the City's Posting Box for up to day information on City meetings.

Future Newsletter Articles should be submitted to: Newsletter Editor at the Lake St. Croix Beach City Hall.

"Choosing to save a river is more often an act of passion than of careful calculation. You make the choice because the river has touched your life in an intimate and irreversible way, because you are unwilling to accept its loss." - David Bolling, 1994

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