Minutes for Regular City Council Meeting held on November 13, 2012

Present: Mayor: Brian Mielke

Council Members: Josh Lee, Adam Strain, Alan Ralston, Joan Perron

Also Present: Building Official David Neameyer, Mendota Heights Police Chief Mike Aschenbrenner, City Attorney Tom Lehmann, City Clerk Jennifer Bruestle

Mayor Brian Mielke opened the City Council Meeting at 7:30 p.m. with the Pledge of Allegiance.

Minutes: It was moved (Ralston/Strain) to approve the October 9, 2012 minutes with the following

correction: Page 2, last sentence under public comment; MN/Dot recently installed bump outs in order

to address the issue of visibility and pedestrian safety at the intersection….. Passed 4-0, Mielke

abstained.

Agenda: Agenda approved as presented, with the deletion of item #5, Lisa Henning, with Community

Development Agency, to provide update for shed to be placed in Veteran’s Park.

Treasurer’s Report: Motioned by Lee, seconded by Ralston to approve the treasurer’s report as

presented with the addition of the Xcel Energy bill in the amount of $348.54, as well as an additional

$85.00 to Kim Perron for loading railroad ties from Veteran’s Park into the dumpster for removal. Passed

5-0.

General Fund Disbursements:

Met Council—monthly wastewater charge for October $ 1,189.41

Lehmann & Lutter—Attorney Fees $ 2,000.00

Kim Perron—snow removal $ 917.50

City of Mendota Heights—Police & fire $ 8,776.11

State of MN—Rent for Benson metals $ 140.00

Xcel Energy—jail lights $ 9.88

Xcel Energy—street lights $ 348.54

Bituminous Roadways—repair crack in upper D Street $ 250.00

League of MN Cities—Membership dues $ 345.00

Jan Golias—General Election Judge 15 hrs. $ 150.00

Melody Rasmussen—General Election Judge, 15 hrs. $ 150.00

Donna Wanshura—General Election Judge, 15 hrs. $ 150.00

Jennifer Bruestle—General Election Judge, 15 hrs. $ 150.00

Lucky’s 13 Pub—lunch/dinner for election judges $ 117.93

PERA for October $ 135.00

Jennifer Bruestle—phone service, copies, mileage $ 106.74

Enterprise Fund Disbursements:

Xcel Energy—park lights $ 9.86

David Olin Mowing—October $ 750.00

Jennifer Bruestle – clerk salary October $ 1,000.00

It was moved (Ralston/Strain) to approve the transfer of $1,189.41 from the sewer fund to the general fund for the monthly wastewater charge, a transfer of $1,000.00 from the general fund to the enterprise fund to cover the cost of the monthly clerk salary, as well as a transfer of $15,000 from the money market fund to the general fund to maintain the general fund balance. Passed 5-0.

ISD 197 Superintendent, Nancy Allen-Mastro, to provide introduction to the Mendota City Council: Mrs. Allen-Mastro introduced herself to the Mendota Council, as well as informed council she hopes ISD 197 continues to have a good working relationship with the City of Mendota. Mrs. Allen-Mastro recognized the historical significance of the City of Mendota, and would like to become better informed of the events that took place within the City.

Mrs. Allen –Mastro informed council they could view the school district’s website at ISD197.org or view the school district’s newsletter to become better informed regarding Mrs. Allen-Mastro’s first 100 days as superintendent of ISD 197 and her commitment to understand what municipalities need from the school district. Mrs. Allen-Mastro stated many new staff members have begun work at the district level, in addition to Mrs. Allen-Mastro’s team.

Mayor Mielke requested Mrs. Allen-Mastro comment on the future of Mendota Elementary. Mrs. Allen-Mastro stated the district is currently conducting a facility study for Mendota Elementary. Mrs. Allen-Mastro believes the district is growing, as well as the need for Early Learning programs; therefore, with higher enrollment as well as the school district levy being passed, Mrs. Allen-Mastro believes Mendota Elementary will continue to remain open, and nothing in particular is planned for Mendota Elementary. Mrs. Allen-Mastro stated models are being looked at with regard to the middle schools. One model considers a middle school to be used for grades 5-6, while the other middle school is utilized for grades 7-8. Mrs. Allen-Mastro stated the school district has enough space for the children enrolled in ISD 197; however, the school board will decide how best to use the space.

Council Member Ralston inquired as to the annual budget for ISD 197, as well as the number of enrolled students. Mrs. Allen-Mastro stated the annual budget is approximately $50 million, with 4,700 students enrolled in ISD 197. Mrs. Allen-Mastro stated by refunding the capital improvement bond, a savings of $5.5 million was realized.

Discuss Ordinance 803.01 as it relates to temporary car port structure to be placed at 1316 3rd Street:

Neither Paul Oster, nor neighboring property owner Pat & Larry Jung were present to offer any specific information regarding the car port structure to be placed at this site; however, Building Official David Neameyer provided information regarding the Minnesota State Residential code, which states a detached accessory structure that exceeds 120 sq ft. will require a building permit and will need to withstand 35 pounds per sq ft of weight in addition to withstanding 90 mile per hour winds.

Discuss sample policies for receiving complaints: Council reviewed the two sample policies for receiving complaints. Council agreed the sample policy for the City of Dundas would be the most appropriate. Clerk Bruestle will provide a completed policy for approval for the December Council Meeting. Once approved, the complaint form will be available on-line at cityofmendota.org, on the bulletin board within the post office, as well as from the City Clerk.

Approve Resolution 12-06: Motioned by Ralston, seconded by Strain to approve Resolution 12-06, Resolution to approve the City of Mendota’s landfill abatement funding application to Dakota County. Passed 5-0.

Approve Resolution 12-07: Motioned by Lee, seconded by Strain to approve Resolution 12-07, Resolution for determination of election results for the City of Mendota, Mayor and Council Members for the November 6, 2012 General Election. Passed 5-0.

Discuss possible park expenditures to be considered for the 2013 Community Development Block Grant (CDBG) application: Based on previous council meeting presentations provided by Lisa Henning with the Community Development Agency, $10,000 would be needed for site preparation, $3,300 would be needed for mulch, and approximately $10,000 would be needed for playground equipment. Therefore, council was in agreement the City of Mendota would request $30,000 for updating the playground area within Veteran’s Park. Clerk Bruestle will complete the necessary application to ensure it is submitted by the December 15, 2012 deadline.

Public Comment: Public comment opened at 8:05 p.m.

Carl Robinette stated Mendota had an excellent Halloween party.

Public comment closed at 8:06 p.m.

Council Comment: opened at 8:06 p.m.

**Council Member Josh Lee:** no comment

**Council Member Adam Strain:** Council Member Strain stated he has not yet sold his house, so he will continue to remain on the city council.

**Council Member Alan Ralston:** no comment

**Mayor Mielke:** no comment

**Council Member Joan Perron:** Council Member Perron stated she observed clear cutting taking place at 1381 Second Street. Clerk Bruestle will send written notice to the property owner informing them of Mendota Ordinance 805.07 which address trees and woodland preservation and specifically addresses clear cutting.

Staff Comment: opened at 8:10 p.m.

**Building Official David Neameyer:** Building Official Neameyer stated there was light permit activity for the month of October, which involved stucco repair, installation of a fence, as well as a gas fireplace.

**Police Chief Mike Aschenbrenner:** Chief Aschenbrenner stated the City of Mendota avoided tornado activity on Saturday November 10, 2012, which seemed to affect the area surrounding Mendota. Chief Aschenbrenner stated Mendota Heights will be replacing their best practices officer. Chief Aschenbrenner informed council the fire ban has been removed.

**City Attorney Tom Lehmann:** Attorney Lehmann informed council a bond attorney for Briggs attorneys approached attorney Lehmann to request the City of Mendota act as issuer for a conduit bond for Visitation School within Mendota Heights. If the City of Mendota acts as issuer, Visitation school can request a low-interest municipal bond, and by doing so will compensate the City of Mendota up to $25,000 as well as cover any legal or administrative costs for securing the bond. City Attorney Lehmann stated the City of Mendota is only required to hold a public meeting, and will not incur any costs associated with the bond. When Council Member Ralston inquired if Visitation school were to default on the bond, attorney Lehmann stated the bond would be in Visitation School’s name, and the City of Mendota would not be liable to repay the bond.

Council was in agreement to allow City Attorney Tom Lehmann to work with Briggs to act as a conduit for the bond.

**City Clerk Jennifer Bruestle:** no comment

There being no further business, it was moved (Strain/Lee) to adjourn the meeting at 8:20 p.m. Passed 5-0.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jennifer Bruestle