

**OFFICIAL MINUTES
TONKA BAY CITY COUNCIL
REGULAR MEETING
May 24, 2016**

1. CALL TO ORDER

The regular semi-monthly meeting of the Tonka Bay City Council was called to order at 7:00 p.m.

2. ROLL CALL

Members present: Mayor De La Vega, Councilmembers Anderson, Ansari, Clapp and Grothe. Also present were City Administrator Crawford and City Attorney Biggerstaff.

3. APPROVAL OF AGENDA

Anderson moved to approve the agenda as submitted. Ansari seconded the motion. Ayes 5. Motion carried.

4. CONSENT AGENDA

Anderson moved to approve the following consent agenda items:

A. Regular Meeting Minutes of May 10, 2015

B. Accounts Payable

C. Resolution 16-17, Joey Nova's Pizzeria

D. Resolution 16-18, Hazellewood Grill & Tap Room, Inc.

Clapp seconded the motion. Ayes 5. Motion carried.

5. MATTERS FROM THE FLOOR

None

6. SPECIAL BUSINESS

A. 2015 Audit

Stuart Bonniwell reviewed the 2015 Audit including governmental funds. He stated the general fund was very healthy. He stated 80% of expenditures in 2015 were related to the capital outlay. He reviewed the enterprise funds and cash balances and footnotes. He stated property taxes account for 80% of the general fund revenue.

De La Vega stated we have excess funds of about \$105,000 which should be used. He stated as we look at some park projects, we should consider using these funds. He stated we are also considering combing the park and dock funds. Bonniwell stated there shouldn't be a problem to combine the accounts.

De La Vega thanked staff for their work on the budget.

Anderson moved to accept the 2015 audit. Clapp seconded the motion. Ayes 5. Motion carried.

B. EFD Budget Discussion

Crawford introduced Fire Chief Scott Gerber and Board Member Steve Erickson who discussed the proposed aerial truck purchase.

Gerber stated there will be a Board meeting with the EFD Board in June to discuss the proposed budget. He stated they have talked about replacing the aerial truck for a number of years.

De La Vega asked how much a new truck would cost. Gerber stated the budgeted number proposed is \$737,000, and additional \$35,000 for equipment, plus financing charges.

Erickson discussed financing options. He indicated all five cities are concerned about getting a return on their investment.

In response to a question from Clapp, Gerber stated there are many fire truck manufacturers. He stated the EFD would participate in a purchasing consortium to get a good price. He has also talked to several manufacturers. The truck would be lease/purchased for five years.

De La Vega asked what the prospect would be to sell the existing truck. Gerber stated it is believed it would be sold for \$80,000 - 100,000.

Gerber discussed the specifics of the aerial truck. Erickson discussed the differences between the various truck brands.

De La Vega asked if there is a team working on the purchase. Gerber stated we have invited firefighters to participate in the final design. He discussed lease payments and funding sources.

Erickson discussed each truck model, features, and replacement schedules for other cities. He discussed the importance of having the manufacturer remain in business for the life of the truck.

7. PUBLIC HEARINGS

A. Simple Subdivision – Kruhoeffer, 80 Wildhurst Rd

Addison Lewis, Planner discussed the request for a simple subdivision.

He reviewed the location of the property. The request was to split the lot into two single family properties. He stated there are no plans for construction at this time. He reviewed a survey showing the existing and proposed conditions on the lot. He discussed lot standards for the R-1A zoning district. Both parcels would be 75 feet in width and exceed lot area requirements. He discussed setback requirements. Staff recommended a park dedication of \$1100 as set by the fee schedule. He discussed conditions for approval of the request.

Grothe questioned the need for the utility easements. Lewis discussed the requirement.

Grothe asked if there would be any issues with the driveway construction given the topography. Lewis stated there aren't any construction plans at this point.

Erin Perdu, City Planner stated the City Engineer didn't see any issues with future construction.

De La Vega stated there are other structures in the setback area. He asked if they would be demolished. It was noted the existing boat house would remain.

Laurie Kruhoeffter, applicant stated the boat house has some historic features which would be why they would like it to remain. She stated the patio would be the access to the boat house.

De La Vega asked if the plan would be to live on one lot. Kruhoeffter stated that would be the intent. She also indicated they intend to remove the waterfall structure on the property.

Douglas Kruhoeffter stated the architect could address what they are planning for the property. De La Vega stated we are not at the point where we would look at building plans.

Todd Signe, architect discussed the building site topography and noted locations of retaining walls on the site. He noted the "horseshoe" is a slight encroachment into the southern property. He stated it would not create an issue for any other property owner and was not a buildable area.

Clapp asked if it would be removed with the demolition of the house. Signe stated it would not be removed. He stated the retaining walls create a pathway to the lake. He explained how it would be a benefit to the property to have the retaining wall.

L. Kruhoeffer stated the property divides fairly cleanly despite the topography. She indicated the previous owners designed the landscaping with the intent of removing the house at some point.

Grothe stated as long as it is one property owner, grading could be handled and adjusted prior to selling the property. Perdu stated that was her understanding. She also noted the boathouse is a legal, non-conforming structure at this time.

Clapp stated he liked the boathouse.

Signe questioned the front yard setback for future structures. Perdu explained how setbacks would be calculated.

De La Vega opened the hearing for public comments. There were none, and the hearing was closed.

Clapp asked where park fees have gone in the past. De La Vega stated we have never had any before. Crawford stated we have a park fund which is where the money would go.

Clapp asked for clarification of the stone wall location. D. Kruhoeffer stated it would be their intention to restore the wall and keep it.

Biggerstaff stated often a city would require an easement be granted in favor of the benefitting property for the retaining wall in order to avoid future disputes. It was suggested a condition be added whereby an easement be granted for the existing retaining wall that encroaches onto proposed south parcel and recorded with Hennepin County.

Grothe moved to direct staff to prepare Resolution 16-19 approving the request based on findings of fact and an additional condition to identify the encroachment and put it into the record. Clapp seconded the motion. Ayes 5. Motion carried.

8. OLD BUSINESS

A. Branding – Logo Agreement

Crawford stated a logo ownership agreement has been drafted for review and approval.

De La Vega stated he didn't have any issues with the agreement.

Anderson moved to approve the logo ownership agreement. Grothe seconded the motion. Ayes 5. Motion carried.

B. Crescent Beach Agreement

Crawford stated the agreement was revised based on input at the last meeting.

Anderson moved to direct staff to send the Crescent Beach agreement to the City of Shorewood for their approval. Clapp seconded the motion. Ayes 5. Motion carried.

9. NEW BUSINESS

A. Sewer Lining Quotes

Crawford reviewed the quotes received for this project. She recommended the quote from Visu-Sewer be awarded.

Clapp asked if we combined this with Excelsior in the past. Anderson stated we did combine several years' worth of lining in order to get a grant.

Grothe asked if there would be a chance to do more of the project since it was so under budget. Crawford stated she would defer that to the City Engineer.

Anderson moved to approve the quote from Visu-Sewer in the amount of \$27,307.25 for the 2016 sewer lining. Grothe seconded the motion. Ayes 5. Motion carried.

B. City Credit Card

Crawford stated research has been completed on the opportunity to get a credit card for the city. Two credit cards would be procured – one for Administration and one for Public Works.

Clapp asked how Public Works pays for fuel. Crawford stated there are fuel credit cards already.

Clapp asked if it is typical for a Public Works employees to have a credit card. Crawford stated many cities have credit cards. Clapp stated he wanted to be sure that cash advances would not be allowed. Crawford stated the cards would not be leaving City Hall.

Anderson stated he wanted to be sure that the City has protection against an employee using the card for personal purchases. Biggerstaff stated an agreement could quickly be prepared.

Anderson moved to approve the City credit card. Grothe seconded the motion. Ayes 5. Motion carried.

Crawford stated a proposed agreement could be brought back to the next meeting.

10. MATTERS FROM THE FLOOR

None

11. REPORTS

- A. **Administrator** – Crawford discussed an earlier request for a dock location at 10 Crabapple Lane. De La Vega asked why the dock could not be aligned differently. Crawford stated because of the alignment at 20 Crabapple Lane, there would be problems with boats getting in and out. She stated she didn't have the packet yet to review. De La Vega asked the Council be allowed to review it. Biggerstaff stated a possibility would be to have a limited use agreement. Grothe stated he had more of an issue with the deck platform area on the dock. Crawford stated there was a nice turnout for painting the hockey rink on Saturday. De La Vega stated it was very well organized and a good effort.
- B. **Anderson – Finance, Fire Lanes and Public Access, Technology** – no report
- C. **Ansari – EFD, Sanitation and Recycling, Southshore Community Center** – Ansari thanked Joey Nova's for bringing pizza to Paint Palooza and Chief Gerber for the aerial truck (giant selfie stick).
- D. **Grothe – Building Inspection, Municipal Buildings and Grounds, LMCC** – no report
- E. **Clapp – Parks and Playgrounds, LMCD, Commercial Marinas, Municipal Docks** – no report
- F. **Attorney's Report** – Biggerstaff updated the City Council on the Nextel tower lease. He stated he was able to contact Nextel who believed they terminated for cause because the site is technologically obsolete. He stated they are currently five months overdue. One option would be to

negotiate. He didn't know how open they would be to negotiate. He stated they wouldn't be making any more payments.

- G. De La Vega - Public Works, SLMPD, Administration** – De La Vega stated he has an SLMPD Coordinating Committee meeting on May 25 to discuss the funding formula which expires in 2017. He stated Crawford has completed one year as an employee with the City. He thanked her for her service and stated it is time for her annual review.

12. ADJOURNMENT

There being no further business, it was moved by Anderson to adjourn the meeting at 8:51 p.m. Clapp seconded the motion. Ayes 5. Motion carried.

Attest:

Clerk