

CITY OF TONKA BAY ITEM NO. 4A

MINUTES TONKA BAY CITY COUNCIL REGULAR MEETING April 12, 2011

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 LaBelle, Councilmembers Marceau, De La Vega, Anderson and Holscher. Also present were City Administrator Kohlmann, City Attorney Penberthy, and Public Works Superintendent Kluver.

3. APPROVAL OF AGENDA

De La Vega moved to approve the agenda as submitted. Marceau seconded the motion. Ayes 5. Motion carried.

4. CONSENT AGENDA

Marceau moved to approve the consent agenda as presented approving the regular meeting minutes of March 22, 2011 and the City of Tonka Bay de-icing permit request. Holscher seconded the motion. Ayes 5. Motion carried.

5. MATTERS FROM THE FLOOR

None

6. SPECIAL BUSINESS

None

7. PUBLIC HEARINGS

None

8. OLD BUSINESS

A. Municipal Dock Policy – Kohlmann stated staff has provided the corrections to the policy discussed at the March 22 meeting. He also provided a version that would combine slips 1, 2, and 3 into two slips. He explained one concern is the water depths at this location. He also noted there is one non-resident on the waiting list, and we have almost exhausted the current waiting list. The current policy would allow the non-resident to get the first choice before other non-lakeshore residents would be able to rent

a slip. LaBelle stated another concern is whether the non-resident would be able to automatically renew the slip every year. He believed the current policy does not specify this, and it should. He also stated it would be nice to get the word out to every non-lakeshore resident in Tonka Bay who is not on the waiting list. Marceau asked if a letter can be mailed out with utility bills. Kohlmann noted the current utility bill was mailed today. Marceau suggested an article be placed in the Sun Sailor. A member of the audience suggested a sign be posted at the docks. Holscher stated another option would be to send it to e-mail subscribers. Councilmembers discussed the renting policy for non-residents who are on the waiting list. Penberthy stated the current policy indicates once a slip is rented, the renter gets the slip for an unspecified time. De La Vega stated he was under the impression the docks are for residents first – non-lakeshore residents, then lakeshore residents, then non-residents. Councilmembers discussed the seniority for dock rentals. Penberthy suggested putting a time limit for non-residents. De La Vega stated it is not the intent to rent to non-residents. It was suggested the priority be changed so that non-residents are on the bottom of the priority list. LaBelle suggested the policy be reviewed again at the April 26 meeting to allow staff to amend the addendum. Kohlmann stated the only concern is we may exhaust the waiting list before the next meeting. LaBelle stated that would be okay as it would allow staff enough time to send an e-mail and post a sign. LaBelle asked the Council if they want to consider giving staff direction on whether to change 1, 2, and 3 to two slips instead of three. LaBelle stated it could also be combined into one slip. Marceau stated it could also be increased to four slips and rented to those with smaller boats at a reduced rate. Holscher was also in favor of allowing smaller boats. Penberthy stated the LMCD doesn't have any plans for a change to slip designations. LaBelle stated we should keep it at three boats and lower the price. De La Vega suggested keeping it at \$1600 this year and discount the price next year. LaBelle noted they were all rented for the full price in 2010. It was the Council's consensus to leave the price the same for three slips. The policy will be amended to note changes discussed tonight. Staff will send out an e-mail to those on the e-mail list and put a sign out front advertising that slips are available.

9. NEW BUSINESS

A. Permanent Dock Permit – Newberry, 40 Crabapple Lane – Kohlmann reviewed a request for a permanent dock structure at 40 Crabapple Lane. The applicant is present today. The request meets all of the City's requirements. There were no questions from the City Council. **Marceau moved to approve the request for a permanent dock at 40 Crabapple Lane. Holscher seconded the motion. Ayes 5. Motion carried.**

B. Capital Equipment – Copier – Kohlmann stated the current copier is scheduled for replacement this year. He stated three quotes were solicited for a new copier. He stated two quotes were received from Canon (Metro Sales) and Crabtree

Companies. Metro Sales came in with the lowest quote. The new machine will have scanning capabilities. We will be allowed 30,000 copies per quarter. Staff is asking the Council to consider approving the low quote from Metro Sales in the amount of \$9,562.52 with IT time factored into the amount. Councilmembers discussed the technology capabilities. De La Vega asked if the copy allowance is negotiable. Kohlmann stated it can be adjusted if needed. LaBelle asked what will be done with the current copier. Kohlmann stated there isn't any trade-in value, but they would take it from us. LaBelle suggested we advertise it on Craig's list. Holscher asked if there are any files on the hard drive. Kohlmann stated there is a replacement part that can delete all the files. LaBelle suggested a technician come out and remove everything on the hard drive. **Marceau moved to approve the low quote from Metro Sales in the amount of \$9,562.52 for a new copier. Holscher seconded the motion. Ayes 5. Motion carried.**

C. Engineering Services – Master Control Panel – Kluver stated planned for in the 2011 Water Operating budget is the replacement of the master control panel in the water treatment plant. He noted the existing panel was installed as part of the plant construction in 1972. One of the features of the panel is it will allow a computer workstation in the office at a future date. The panel will be installed in September of October of 2011. He reviewed the three quotes received and noted MFRA was the low quote in the amount of \$21,250. Staff recommended approval of the proposal from MFRA based on the listed qualification and low quote in the amount of \$21,250. In response to a question from De La Vega, Kluver discussed what will be completed as part of the MFRA award. He explained it is just for the design and construction phase. LaBelle asked Kluver to make sure MFRA pays more attention to detail. **De La Vega moved to approve the proposal from MFRA in the amount of \$21,250. Marceau seconded the motion. Ayes 5. Motion carried.**

10. MATTERS FROM THE FLOOR

None

11. REPORTS

A. Administrator – Kohlmann stated there is a memo in the packet from Bill Davy with an update on the number of calls received about property valuations.

B. Holscher – Buildings, Building Inspections, Fire Lanes – no report

C. Anderson - Animal Control, LMCC, Technology, Southshore Center – no report

D. De La Vega – EFD, Parks, Sanitation, and LMCD – De La Vega stated the Parks Committee met and created a subcommittee to review signage for the entrance monuments. A survey of the parks will be done similar to the one done two years ago to see what needs to be repaired or replaced. The EFD Board met to review next year's budget proposal.

- E. **Marceau – Finance, Marinas, Municipal Docks** – no report
- F. **Attorney's Report** – no report
- G. **LaBelle - Public Works and SLMPD** – LaBelle stated the SLMPD funding formula will be revisited, and there is a chance Tonka Bay's percentage will be changing. The population dropped in Tonka Bay.

12. **ADJOURNMENT**

There being no further business, it was moved by Marceau to adjourn the meeting at 8:05 p.m. De La Vega seconded the motion. Ayes 5. Motion carried.

Attest:

Clerk