



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, FEBRUARY 23, 2021
7:00 P.M. VIA ZOOM OR TELEPHONE**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson called the meeting to order at 7:00 p.m. under MN Statute Section 13D.021, in which the City Council will be conducting its meetings during this emergency by electronic means until further notice. The clerk took roll call attendance for Councilmembers: Doug Biehn, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh. Staff in attendance were City Manager Ellen Hiniker, Community Development Director Anne Kane, Public Works Director/City Engineer Paul Kauppi, Environmental Specialist Connie Taillon, Finance Director Kerri Kindsvater, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

2. APPROVAL OF MINUTES

A. Minutes of the Closed City Council Meeting on February 9, 2021

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve the Minutes of the Closed City Council Meeting on February 9, 2021.

Biehn Abstain
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried.

B. Minutes of the Regular City Council Meeting on February 9, 2021

It was moved by Councilmember **Jones** seconded by Councilmember **Walsh**, to approve the Minutes of the Regular City Council Meeting on February 9, 2021.

Biehn Abstain
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

It was moved by Councilmember **Biehn** seconded by Councilmember **Walsh**, to approve the Agenda as presented

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

A. Surface Water Management Plan – Connie Taillon

Environmental Specialist Taillon provided a chapter-by-chapter overview of the City’s draft Surface Water Management Plan, noting statutory requirements for content, which must also be consistent with the City’s four Watershed Management Organizations (WMOs). Last updated in 1997 as a stand-alone document, the Surface Water Management Plan is now a component of the City’s Comprehensive Plan.

Ms. Taillon invited public and the Council to review the draft Surface Water Management Plan and submit questions or comments to her by March 26, 2021.

5. PUBLIC HEARINGS

A. Resolution ordering improvements, approving plans and specifications and authorizing advertisement for bids for the 2021 Pavement Rehabilitation Projects, City Project No 21-01, 21-04, 21-06 and 21-13

Public Works Director/City Engineer Kauppi provided an overview of the 2021 Pavement Rehabilitation Projects as they fit within the five (5) year Street Reconstruction Plan. He added that this year’s projects consist primarily of mill and overlay, with full pavement replacement and storm sewer work on an alley in the downtown.

Mr. Kauppi reported the estimated total cost of these improvements is \$2.2 million, with \$480,000 to be funded through assessments to benefitting property owners. He explained these assessments are payable on 2022 taxes with a 10-year assessment period at an interest rate that is 2% over the City’s bond rate. In 2020 that interest rate was 3.46% and expect something similar in 2021. He covered the project timeline and recommended Council hold the public hearing and adopt the resolution ordering the improvements, approving plans and authorizing advertisement for bids.

Mayor Emerson opened the Public Hearing at 7:33 p.m.

Clair Starzynski at 1759 Elm Street inquired as the assessments to the townhomes. Mr. Kauppi responded, townhomes are in the \$700 - \$800 range, with 1759 Elm Street amounting to \$733 as the total cost of improvements.

In response to Paul Molitor of 1807 Birch Lake Avenue, Mr. Kauppi explained that once Council finalizes an assessment roll, property owners are provided 30 days to pay the full assessment without any interest, otherwise, the amount is assessed over a 10-year period, with a constant

principal meaning the first payments are higher and reduce year after year. Mr. Kauppi clarified that with pavement management, street life is roughly 30-50 years. After 25 years of street life, the road is milled and overlaid, or replaced, which adds another 25 years before a full reconstruction. Mr. Kauppi noted other routine street maintenance, such as crack sealing and seal coating, are not assessed to property owners.

There being no other public wishing to comment, Mayor Emerson closed the public hearing at 7:37 p.m.

It was moved by Councilmember **Biehn** seconded by Councilmember **Walsh**, to approve **Resolution No. 12728**, ordering improvements, approving plans and specifications and authorizing advertisement for bids for the 2021 Pavement Rehabilitation Projects, City Project No 21-01, 21-04, 21-06 and 21-13.

- Biehn Aye
- Edberg Aye
- Engstran Aye
- Jones Aye
- Walsh Aye

Motion carried unanimously.

6. LAND USE

Nothing scheduled

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

A. Resolution approving a rental agreement with Comcast Cable

City Manager Hiniker recommended extension of the rental agreement with Comcast Cable for another six months to allow sufficient time to approve a franchise agreement. She relayed reports from Tim Finnerty, Executive Director of the Ramsey Washington Counties Suburban Cable Communications Commission (SCC), that a mediated settlement has been reached. Noting crunched timing for an April 1st approval, she stated both first and second readings of the adopting Cable Franchise Ordinance will be scheduled in March.

During the first reading, Mr. Finnerty and Council will provide an outline of the agreement. Noting questions about the City’s membership in the Joint Powers Agreement with SCC, Ms. Hiniker reminded Council of its decision to follow through with the franchise negotiation process and as a result, noted a more favorable agreement related to the City’s technology

initiatives. She mentioned that after adoption of this franchise, staff will undergo a review of the Joint Powers Agreement with SCC.

It was moved by Councilmember **Edberg** seconded by Councilmember **Engstran**, to approve **Resolution No. 12729**, approving a rental agreement with Comcast Cable.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

B. Resolution approving the carryover of expenditures from the 2020 budget to the 2021 budget

Finance Director Kindsvater noted a few projects and capital purchases included in the 2020 revised budget were not completed by December 31, 2020. Explaining the reasons for incompleteness on time delays or vendor delivery delays, she asked for Council’s approval to carry forward the budgeted expenditures into the 2021 Budget. The fund balance in the each fund will finance the carryforward expenditures since the budgeted appropriations not spent in 2020 increased the fund balance at year-end. Ms. Kindsvater noted that this practice of carrying over prior year approvals began with the 2019 revised budget carryover into 2020, and planned to continue this as an annual practice.

It was moved by Councilmember **Jones** seconded by Councilmember **Edberg**, to approve **Resolution No. 12730**, approving the carryover of expenditures from the 2020 budget to the 2021 budget.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

10. CONSENT

Nothing scheduled

11. DISCUSSION

A. Recodification process - acceptance of proposed modifications to Article 1 General Provisions of the Municipal Code

City Manager Hiniker reported that staff has undertaken a full review and update of the City’s Municipal Code. The Municode Code Attorney has provided a first draft mark-up of the code, from which staff, and ultimately the City Attorney, are editing. As Articles of the Code are reviewed, proposed changes will be brought before the Council for consideration and comment, especially

related to policy. She explained, the end goal will be adoption of the full recodification by Council.

12. COMMUNICATIONS FROM THE CITY MANAGER

- 2021 Work Session dates (Third Tuesdays at 6:00 PM)
 - March 30, 2021 (exception - this is the fifth Tuesday)
 - April 20, 2021
 - May 18, 2021
 - June 15, 2021
 - NO JULY work session
 - August 17, 2021
 - September 21, 2021
 - October 19, 2021
 - November 16, 2021

- Welcoming and Inclusive Community Initiative - a task force has been established and the first meeting will be on March 17, 2021.

- Community Development Updates - Director Anne Kane
 - The Housing Initiative has been launched with a 4-minute video summarizing the key findings of the Maxfield Housing study from 2019, a housing survey aimed at residents and businesses alike, and an application to serve on the Housing Task Force. She encouraged those at home and Council to take the survey and reach out to others. The deadline for the survey and applications is March 1, 2021 and the information is located on the website: whitebearlake.org/housing
 - From the most recent Planning Commission, scheduled for the next City Council meeting, there will be two land use consent items and one on non-consent.

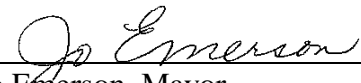
- Engineering/Public Works Updates - Director Paul Kauppi
 - Water main breaks have been occurring with the warmer temperatures. Please direct callers to Public Works or to Engineering.
 - The Gazebo Committee, attended by Councilmember Jones, has determined the upper portion is structurally sound, but the lower structure (25 years old) is in poor condition and will need to be replaced. Detailed cost estimates will be coming soon and it was decided the City will serve as the agent to accept donations, bids and coordinate construction contracts with attorney assistance. It is hoped this project will be wrapped up in June in time for Manitou Days.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh** seconded by Councilmember **Engstran** to adjourn the regular meeting at 8:04 p.m.

Biehn Aye
 Edberg Aye
 Engstran Aye
 Jones Aye
 Walsh Aye

Motion carried unanimously.



Jo Emerson, Mayor

ATTEST:



Kara Coustry, City Clerk