

MINUTES OF A CITY COUNCIL MEETING HELD TUESDAY, NOVEMBER 26, 2002 – 6:30 P.M. – WAITE PARK CITY HALL.

The meeting was called to order by Mayor Carla Schaefer at 6:30 P.M. Members Present: Herman Bartz, Frank Theisen, Dean Haskamp and Paul Ringsmuth. Members absent: none. Also present: Consulting City Administrator Robert Haarman, Consulting City Engineer Terry Wotzka, Public Works Superintendent Bill Schluez, Fire Chief Gary Curtis and Police Chief James McDermott.

DAN RADEN PARK BUILDING

At the suggestion of Mayor Schaefer and by consensus the Council agreed that a newspaper summary of Dan Raden's contributions to the community could be displayed at the Community Center.

Motion was made by Theisen, seconded by Ringsmuth, to approve the agenda as amended. Motion carried unanimously.

ACCESSORY APARTMENTS

Councilmembers discussed a proposal to create an accessory apartment use within the single family residence district. By consensus the majority agreed they were not interested in regulating accessory apartments at this time.

INSURANCE SERVICE OFFICE REPORT

Mayor Schaefer said she received a report from the ISO indicating the information about city building inspections could possibly hurt the city's fire rating depending additional information.

PUBLIC HEARING

Motion was made by Theisen, seconded by Haskamp, to set a public hearing for December 17 at 6:35 P.M. to consider improvements to 28th Avenue. The motion carried unanimously.

SHORT ELLIOT HENDRICKSON REVIEW

Terry Wotzka introduced Alva Rankan, representing SEH as Director of Corporate Quality, who discussed a series of questions with the City Council about its satisfaction with the engineering work done by the firm. In summary the Council agreed SEH was doing a good job for the City and the Council saw no reason to consider a different engineering firm at this time.

APO HPP LIST

Noting the communication from the St. Cloud Area Planning Organization regarding the opportunity to request additional federal funding for projects commonly referred to as "high priority projects" a motion as made by Ringsmuth, seconded by Bartz, to adopt Resolution No. 02-11/26-01, **A Resolution Endorsing The St. Cloud Area Planning Organization List Of High Priority Projects Requesting Federal Funding Earmarks Within The Reauthorization of TEA-21.** The motion carried unanimously.

HONER HOMES SETTLEMENT

Noting the letter from City Attorney Gordon Hansmeier, a motion was made by Ringsmuth, seconded by Bartz, to approve the Honer Home Settlement Assessment Agreement as presented in the letter dated November 20th. The motion carried unanimously.

CROSSROADS LAND SWAP

Mayor Schaefer said she was discussing the idea of acquiring available homes near the Crossroads Shopping Center, which would then be offered to General Growth, owners of Crossroads Shopping Center, in exchange for the right-of-way taken for the widening of 3rd St N. The transaction could allow the City to offer land to Crossroads at a price lower than the right-of-way appraisal of \$550,000. Following discussion a motion was made by Theisen seconded by Ringsmuth, to authorize the Mayor and City Attorney to work on the land purchase swap with Crossroads. The motion carried unanimously.

ST. CLOUD FIRE STUDY

The Consulting City Administrator and Fire Chief explained St. Cloud's latest thinking on their request for proposals for the Fire Service Study they will undertake. It was noted the study would not get started any time soon and it would emphasize evaluation of the existing mutual aid agreements and organizational structure to identify ways to enhance fire services in the 6-city area. Councilmembers discussed the study and how Waite Park could be included. By consensus the Council agreed that Waite Park could be interested in joining the study to "identify the quality of fire service and ways to improve in addition to the need for possible future substations." The Council understood the consultants bidding on the work would segregate this as a price that Waite Park could consider.

HOME DEPOT DONATION

Fire Chief Gary Curtis reported that Home Depot stores have authorized a \$500 gift to the Waite Park Fire Department in the form of fire alarms that would be given to the public.

A motion was made by Ringsmuth, seconded by Haskamp, to accept the Home Depot Grant Award in the amount of \$500 as offered. The motion carried unanimously.

POLICE DEPARTMENT TRAFFIC AND SAFETY AWARD

Councilmembers were advised that the Waite Park Police Department received a grant of \$2,000 for its 2nd place in the 2002 MN Safe and Sober Challenge. The award is in the form of a mini-grant, which can be used for additional traffic safety promotions, patrolling, equipment or small incentives. Following discussion a motion as made by Ringsmuth seconded by Haskamp, to adopt Resolution No. 02-11/26-02, **A Resolution Authorizing Acceptance of A Traffic Safety Award**. The motion carried unanimously.

SEAT BELT ENFORCEMENT

Noting the grant offer, a motion was made by Haskamp, seconded by Ringsmuth, to accept the \$1,040 grant for alcohol compliance checks from the Department of Defense through the State Department of Public Safety. The motion carried unanimously.

ST CLOUD SEWER RATES

Staff and Council reviewed the information from the City of St. Cloud regarding the cost changes in the formula that determines the Waite Park monthly payment for treatment of its wastewater by the City of St. Cloud. It was understood that the staff would report back to the Council with an estimate of the new cost based on a typical month.

ACCOUNTS PAYABLE

Dean Haskamp asked that he not be paid for 2 budget meetings and the Council discussed its regulations for payment of attending such meetings. A motion was made by Theisen to approve the list of bills in the packet, the additional list on the dais, and the Complete Electronics bill previously withheld. Dean Haskamp seconded the motion. The motion carried unanimously.

CITY ADMINISTRATOR EMPLOYMENT AGREEMENT

Mr. Haarman reviewed the terms of a draft employment agreement for consideration by the Council. By consensus the Council agreed to the amended version that would be considered again as part of an offer to a preferred candidate.

CREDIT CHECKS

At the request of the Consulting City Administrator, a motion was made by Ringsmuth, seconded by Haskamp, to hire Verifications Inc. and enter into a User Certification and Client Services Agreement to provide credit checks on the preferred applicant and alternate. The motion carried unanimously.

COMMUNITY PARK SHELTER PERMIT APPLICATION

Councilmembers and the Consulting City Administrator discussed the provision within the permit application, which allows alcohol consumption and a hold harmless agreement by persons wishing to consume alcohol within the City Park areas. The Consulting City Administrator said he would review the matter with the City's insurance carrier and report back to the City Council.

STROKE SUPPORT GROUP PARK FEE WAIVER

Noting a written request a motion was made by Haskamp, seconded by Ringsmuth, to waive the \$25 fee for the Stroke Support Group for use of the Waite Park Community Park on July 2, 2003. The motion carried unanimously.

SET PUBLIC HEARING, MILLER FAMILY LIMITED PARTNERSHIP

Motion was made by Ringsmuth, seconded by Bartz, to set a public hearing December 17, 2002 at 7:00 P.M. to consider a subdivision of Lots 1, 2 and 3, Block 2, Miller Park and Lot 1, Block 1, Miller Park Plat. The motion carried unanimously. The property is located at the corner of 10th and 2nd Street S.

RED CROSS AUTHORIZED PROVIDER AGREEMENT

The Consulting Administrator explained the agreement between the American Red Cross and the City of Waite Park which sets forth the terms and conditions of City Personnel who are trained and in turn provide training under the auspices of the American Red Cross. A motion was made by Haskamp, seconded by Bartz, to authorize the City entering into the Authorized Provider Agreement with the American Red Cross as of this date. The motion carried unanimously.

2003 BUDGETS

The Consulting City Administrator said he believed that proposed budgets were the best that could be done this year under the circumstances with personnel changes and entering data for the new accounting software system. Councilmembers discussed a request by the Police Department for an additional 20 hours for an existing ½ time clerk. By consensus the Council agreed money could be found within next year’s budget, if and when the additional hours would be approved.

PARK SECURITY CAMERAS

Councilmembers discussed, but took no action, on the possibility of acquiring security cameras for park facilities.

ADJOURNMENT

A motion was made by Haskamp, seconded by Ringsmuth, to adjourn. The motion carried unanimously. The meeting adjourned at 9:45 P.M.

Minutes Prepared by Robert Haarman for:

Jill Bauer, Deputy City Clerk

Carla M. Schaefer, Mayor