City of Columbus
Regular City Council Meeting
April 24, 2024

ATTENDANCE SHEET

PLEASE PRINT

Name:	Address:
Ralph + Nancy Dailey	6907 W Broadway Ave Columbus
David Zieglmeier	Anoka County Surveyor
Myron + Cindy Angel	14048 Furman St NE

City of Columbus
Regular City Council Meeting
Hybrid Interactive Technology Format
MN Statute, Section 13D.021
04.24.2024

The 04.24.2024 meeting of the City of Columbus City Council was called to order at 6:01 p.m. by Mayor Jesse Preiner at City Hall. Present were Councilmembers Rob Busch (via teleconference), Ron Hanegraaf, Janet Hegland and Sue Wagamon; Interim City Administrator Jack Davis, City Attorney Bill Griffith, Public Works Director Jim Windingstad, City Engineer Kevin Bittner, Code Compliance Inspector Sean Lessard.

Also in attendance: Davis Zeigler, Anoka County Surveyor and Al Newman, Forest Lake Fire Department Fire Chief

Not in attendance: None.

A. CITY COUNCIL REGULAR MEETING

1. Call to Order Regular Meeting – 6:01 p.m.
2. Pledge of Allegiance
3. Adoption of Agenda

Motion by Hegland to adopt the April 24, 2024 Agenda as presented. Seconded by Wagamon. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

B. CONSENT AGENDA

~~1. Approval of the March 27, 2024 City Council Meeting Minutes~~
~~2. Approval of the April 10,2024 City Council Meeting Minutes~~
3. Pay Bills as Posted

Motion by Hegland to approve Consent Agenda Items Nos. 3. Seconded by Wagamon.

Bush stated on the March 27, 2024 Minutes, Page 3, Line 32-33 it did not mention him voting and he did not recall the discussion on that. He requested that set of minutes be approved at the next meeting.

Hegland noted she and the Interim City Administrator met with the owner of TimeSaver who acknowledged several corrections were needed. She did not know if the Council wanted TimeSaver to look at the Minutes before they were approved for changes. Davis agreed. Hegland requested Nos. 1 and 2 be pulled from the Consent Agenda for further review.

Amended Motion by Preiner to approve Consent Agenda Items No. 3 and pull Item Nos. 1 and 2 for review. Seconded by Wagamon. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

C. PRESENTATION

1. Public Open Forum

No participation.

2. Septic System Variance – 6907 West Broadway

Hanegraaf informed the Council that the application was brought by Deborah Academia, 10414 East Keats, Mesa, AZ, who was representing her parents, Ralph and Nancy Dooley, for a septic system variance at 6907 West Broadway Avenue. A variance would be needed for Type II septic system rather than a Type I.

Hanegraaf stated the Planning Commission met last week, but there was no discussion regarding this request and it was the unanimous decision of the Planning Commission to recommend approval of the septic system variance at 6907 West Broadway Avenue with no changes to the staff report.

Wagamon stated it was helpful at the meeting prior when the engineer explained the difference between the septic Types I, II, and III which helped her understand this.

Busch stated his questions were covered at the prior meeting.

Motion by Hanegraaf to approve the variance for 6907 West Broadway Avenue PID 04-32-22-24-001, 04-32-22-31-002, and 04-32-22-31-0003 to approve Type II septic system for this plat subject to the conditions set forth in the variance staff report PC 24-103 and exhibited in attachment number one, Item C.2 of the April 24, 2024 City Council agenda packet. Seconded by Wagamon. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

3. Deer Marsh Plat Correction

Davis stated David Zeigler, Anoka County Surveyor, requested an appearance before the Council to address a correction to the Deer Marsh Plat which was recorded in 2007. Davis noted when this was originally recorded, several dimensions for the easement were omitted. This omission was brought to Mr. Zeigler's attention by land surveyors working on undeveloped lots within the plat. Davis stated according to State Statute, this oversight must be corrected.

Wagamon indicated it appeared straightforward but she could not tell what the difference was on the plat.

David Zeigler, Anoka County Surveyor, explained when the survey was originally prepared the dimensions were not included for the easement. He indicated they had contacted the original surveyor who put those dimensions back on the plat to allow determination for drainage and utility easement.

Motion by Preiner to approve the corrected plat for the correction of the easement for Deer Marsh Plat as exhibited in attachment to Item C.3 of the April 24, 2024 City Council agenda packet. Seconded by Hanegraaf.

Busch asked if the landowners had been notified of this change. Zeigler noted there was already an existing line indicating the easement there and this was just adding the measurement dimensions to the plat. He indicated nothing had changed so there was no requirement for notice.

Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

4. Al Newman – Forest Lake Fire Department Annual and Budget Report

Al Newman, Forest Lake Fire Department Fire Chief, presented the Department's 2023 Annual Report and the 2025 budget projections noting the calls they had responded to over the past few years between the two communities have increased primarily due to population growth along with increased medical runs, and an aging community. He indicated severe weather calls also made an impact on the number of calls received.

Chief Newman reviewed a breakdown of the fire calls, fire alarms, medical CPR, and gas leaks. He indicated that since 2013, medicals and CPR full arrest have increased mostly due to opioid overdose calls as well as an aging population.

Chief Newman reviewed the call statistics by location noting that Columbus had 114 calls, which was 22 percent of the total calls. He noted the average response time for Columbus was 8 minutes 44 seconds. He stated their Department covered 84 square miles with 46 square miles being in Columbus. He indicated they also had a lake in the middle, which made it hard going around to the east and northeast portion of Columbus. He noted they were meeting their standard for overall response time.

Chief Newman summarized the Forest Lake Building Department dual roles employees' role whose priority was fire calls. He indicated the program was started in 2014 and it was an effective program by reducing response time and increasing manpower. He noted there were two employees with one firefighter working 141.5 total hours, 17.68 days spent firefighting, which was 6.8 percent of the total time with the program costing $6,263.00. He indicated the other firefighter had spent 93 total hours, 11.62 days spent firefighting for 4.5 percent of the total time for a cost of $3,386. He stated this was a fairly inexpensive way to get quick daytime responses.

Hanegraaf asked when he was talking about program costs, was that what the Fire Department was paying out of their budget. Chief Newman responded that these dual role employees were covered by the Building Department, which was something that had not been historically billed back to Columbus. He noted when the entire process was set up before his time, he believed they missed that and there has been conversation in looking at this as an expenditure that would get split with Columbus. He thought it was a small cost overall for a quick response during the daytime.

Hanegraaf clarified that the City of Forest Lake was saying that for the amount of time these two firefighters were gone, this was what it cost for Columbus. Chief Newman responded that was correct.

Preiner asked if they were planning to keep the program going. Chief Newman responded that historically it has caused some disruption in the Building Department when they have to leave their jobs and other people have to pick up their duties. But if they looked at what it accomplished, it was a great program for the City and residents.

Davis noted if they had to hire a full-time employee, it would cost $60,000 to $70,000, so this was a huge cost savings. Chief Newman agreed and noted it eliminated driving time also as those employees were right next door.

Chief Newman stated when they were fully staffed, they were at 32 firefighters and they were approved up to 40 firefighters. He indicated 32 was a good number for them and that number worked in providing good service to the community. He noted they had 8 firefighters in Columbus. He outlined the average age of the firefighters and stated the retention rate for a paid on-call Fire Department was extremely high also. Chief Newman reviewed the chief goals including increased training, CIRAS training (i.e., active shooter in a school), driving school for fire trucks behind the wheel, and fire apparatus operator.

Hanegraaf inquired if they had to go every three years to driving school. Chief Newman responded they would like to send the firefighters to driving school on a regular basis, but it was extremely expensive to go through that training. He indicated that after the initial training, they also did training in-house for driving training.

Chief Newman reviewed the public safety money and indicated they had received a large sum last year from the State with no expiration on it. He noted this money was given based on population and Columbus received $182,349. He summarized what the funds were spent on.

With respect to future public safety money, Chief Newman stated they wanted to obtain a firefighting robot which was a huge value for underground parking structures with EV fires as the firefighters' gear was not able to withstand extremely high temperatures.

Hanegraaf asked if they would be replacing their radios at some point. Chief Newman responded they were replacing them at the rate of 3 per year, but with the public safety money, they would be able to replace additional ones.

Hegland inquired related to the future public safety funded capital equipment plan what was the process they went through in deciding what they were going to purchase. Chief Newman responded when it came to vehicles, there was a capital replacement plan. He noted they did not have a firefighting robot or EV blankets. He stated some of the items were new equipment that they have never had before. With respect to the radios, electric fans, and air pack fill stations, those were best practices.

Hegland asked when would they make a decision to purchase the items on the list. Chief Newman responded they had to bring it up to the Joint Fire Board to see if it fit into the budget. He noted the past few years the budgets have been tough though.

Hegland asked if they would be using whatever balance there was of the public money received. Chief Newman responded it depended on what the Cities decided to use the money for and if it didn't look like the money would going to be there, then it would get moved to the CIP.

Chief Newman stated with respect to the Safer Grant, it has been applied for and if awarded in August and September, the grant would cover the first three years of costs for a Training Captain. He indicated after that thee-year period, the City would pick up the payroll, benefits, etc.

Chief Newman indicated he was not looking to make the Fire Department full-time as they had operated under a paid on-call model well for a long time. He hoped they could continue with this model for the next 15-20 years and while other departments were struggling with retention and recruitment, that had

not yet hit their Department. He stated a paid on-call model was less expensive.

Chief Newman pointed out that in 2028, there would be a budget impact if they were awarded the Safer Grant. He indicated a Training Captain with wages and benefits would be $145,238, so Columbus' part of that would be $29,047.

Wagamon asked if they were awarded the grant, would the Council get a vote on whether they were going to pursue it because this would impact the budget after three years. Or, would the Department go ahead with it and then wait the three years before it came to the City. Chief Newman responded this had been brought to the Joint Fire Board for approval and they had also brought this to the Forest Lake Council. He stated if the grant was awarded, it would come back to the Council. He indicated this was early enough in the budget process to make it a part of the budget.

Hegland asked if this had come to the Columbus Council for approval. Chief Newman responded it had not come to the Columbus Council due to time constraints, but rather it was approved by the Joint Fire Board. He noted if this grant was awarded, then it would come to the Columbus Council.

Hegland asked if these were new positions the Department currently did not have. Chief Newman responded that was correct, except it would just be one position. He noted originally when it was brought to the Joint Fire Board, it was a request for two positions and then after discussion, it was decided only a Training Captain was necessary.

Preiner asked whether, by asking for only one position, would that heighten their opportunity to get the grant. Chief Newman responded he did not have an answer to that question as they do not specifically state what they are looking for in awarding a grant. He noted there were a lot of people applying for these grants, and they were hopeful it would be awarded to their Department as it would increase productivity by 50 percent. He indicated larger departments have similar stories and they have been cutting staffing positions. He stated they would just have to wait and see, but they were hopeful of a positive outcome.

Hanegraaf inquired about the medical calls in Anoka County. Chief Newman responded there had been no decline in medical calls in recent years. He explained the processes they followed when responding to medical calls, noting it was sometimes difficult coordinating with dispatch and the Sheriff's Department on some of the calls, and many of the calls were cancelled before the Fire Department even got there.

Hegland asked if the Fire Department was working with dispatch or the Sheriff's Department on the medical calls. She noted two or three years ago, the Sheriff's Department told the City they were working on that and the City could expect to see a reduction or elimination of those kind of calls. She asked if Hanegraaf should work with the Sheriff's Department on this. Chief Newman responded he had met with the Sheriff's Department and this would probably be a never-ending issue. He noted this was the process other cities used, so the Deputies were used to that. He indicated they were going to need to meet with the Sheriff's Department every year or two to remind them of what Columbus' response model was.

Preiner believed they needed to set up another meeting. Hegland noted it wasn't that the Fire

Department did not want to respond if they were needed, but the issue was the call getting cancelled. She indicated this was the problem that needed to be solved.

Hanegraaf stated he believed another reason the Fire Department was called was because the ambulance had not arrived yet, but then an ambulance did arrive so the call was cancelled. Chief Newman stated he did not think anyone was doing this intentionally and most of the municipalities in Anoka County did run medicals, so it was a habit to call the Fire Department, but Columbus did not run medicals.

Hegland congratulated the Fire Department on their retention. Chief Newman noted the Department had great support from Columbus and Forest Lake and he had been lucky to get really good staffing.

5. Code Compliance Report – Q1 2024

Lessard reviewed the January through March, Quarter 1, Code Enforcement Report noting the outstanding items were LCI, ROC, Superbee, Stern Drywall, and Daves Contracting. He noted they were all Conditional Use Permits (CUPs) and several are illegal. He stated they only had one holdover Ordinance violation due to frost and that one should be completed soon.

Lessard indicated in January 2024, there were two new calls, one CUP and one ordinance violation, both of which were closed. In February, there were five new calls which were general ordinance violations and three of those had been closed. In March, they had five new calls, two of which were general ordinance, one zoning, and one miscellaneous (dangerous gas pipeline issue which was rectified). He indicated one call was closed, and three calls remained open. He stated a big win was on Iverson Street West where the resident there came into voluntary compliance after a yearlong process.

Lessard stated other projects completed by City staff were that everyone went through AED and CPR training. He indicated they had also purchased two new AEDs for the City Hall as the ones there were 15 to 20 years old. He stated the old AEDs got replacement batteries and were now in the City trucks in the event they were needed.

Lessard indicated the Department of Homeland Security had completed a site survey and presentation also. He had received some medical supplies such as “Stop the Bleed” kits including and tourniquets and gauze to put in the Public Works vehicles in the event of an accident on site. He indicated they had also received training on the tourniquets.

Lessard stated the DNR parking lot/resident issue was resolved, and they had discussed a format for monitoring septic pump records with the Interim City Administrator.

Lessard stated of the 24 calls taken so far, 55 percent had been closed with 45 percent still open. He indicated the vast majority of the calls were general ordinance violations. He noted turnaround time to follow up was less than a day unless it was the weekend and most general ordinance violations were closed fairly quickly within the quarter if not within a month.

Wagamon asked what would be an example of a general ordinance violation. Lessard responded it was generally minor items like roosters crowing or junk in yards.

Hegland asked if a program had been set up yet for the annual inspections of the conditions put on the CUPs to ensure the businesses were in compliance. Lessard responded that nothing had been set up annually yet. He noted the CUPs that had come in when he started last July were just getting approved now.

Hegland believed while they would inspect new CUPs, there was a vision to review all CUPs on an annual basis to ensure that compliance was still being maintained. She stated that was still one thing that needed to get done. Davis responded he had a discussion on this yesterday and he would be exploring this with Lessard to do some inspections which are visible from the public roadway.

Hegland acknowledged one of the challenges they had when Lessard was hired was having a computer system to be able to keep track of what was being done, trigger reminders, etc. She asked if they had looked into purchasing the PermitWorks module for this. Lessard responded they had not as he thought that the company that did this had gone out of business.

Davis stated they were still in business and staff was looking into what might be of a benefit. He noted staff would also be having discussions with other providers to see if there was something better suited to their needs and purposes. Lessard noted that while they didn't have any specific system setup yet, nothing had been missed with respect to dates, etc.

Griffith stated that for LCI Landscapes the development agreement was being finalized. ROC was making an application and he has been working with their attorney on this. Superbee has made a commitment to move the materials off site by early Fall. Lessard noted November 1 was the deadline for Superbee and he had been informed they found a space in Center City and would be transitioning over there. He stated he would be making contact with them the first of October.

Busch inquired if Superbee was planning to move into the location they currently have rented on Lake Drive anytime soon. Lessard responded he had spoken with Superbee and that was not an option for them.

6. Master JPA Court Services Agreement

Davis stated several years ago a joint initiative was launched between the Bureau of Criminal Apprehension (BCA), State Court Administration, and local prosecuting attorneys to establish a system of electronic charging for criminal offenses.

Davis indicated the Joint Powers Agreement (JPA) in place between the City on behalf of the City Attorney expired July 30, 2023 and needs to be reinstated.

Davis noted the purpose of the Master JPA and Court Services Amendment is to allow for continued access to BCA data and systems for criminal justice purposes through the BCA's criminal justice data communications network.

Davis stated costs for the services provided in the JPA are not billed directly to the City but are included in the flat fee paid of $1,476 per month for the criminal services provided by the City's prosecuting attorney from Carson, Clelland & Schreder.

Davis recommended the Council approve the proposed Resolution for the continuation of the Joint Powers Agreement.

Wagamon understood this was something they needed but were they paying for the database for the attorney the City used for criminal issues and not the regular City Attorney. Davis responded it was a pass-through cost which was a charge they incur and it was put in their flat fee so the City did not receive an invoice for it, even though the City was paying for a portion of that service to access the database. He noted the contracted flat fee was $1,476 a month for the prosecutorial services, which was a very good deal for the City.

Hanegraaf asked if this included DWI and items like this. Davis responded it included anything that went to the Court system, except felonies which were handled by the County.

Hanegraaf inquired about a portion of the costs coming back to the City. Griffth responded it was his understanding that if it were a misdemeanor, it was handled by the City's prosecuting attorney and if it were handled by the prosecuting attorney, the City would receive approximately two-thirds or maybe 60 percent of the fine revenue.

Davis stated this was the agreement in place previously and why it had expired and not renewed, he was not sure.

Motion by Preiner to adopt Resolution 24-02, Resolution Approving State of Minnesota Joint Powers Agreements with the City of Columbus on Behalf of its City Attorney. Seconded by Busch. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

7. City Hall and Public Works Summer Hours

Davis stated on May 24, 2023, City Council approved a schedule for summer hours for City employees that allowed the closing of City Hall at 1 p.m. on Fridays. Davis requested the Council consider adopting summer hours for 2024. Davis noted, however, that due to the early voting period from June 28 through August 12 for County and State primary elections, the City Hall will have to remain open until the close of normal business hours on Fridays.

Davis indicated to compensate for the election open hours requirements and avoid any inconveniences to residents seeking other City services, the proposed changes for the 2024 schedule would be to open Monday – Friday, 7:30 a.m. – 4:00 p.m. with reduced staffing on Friday afternoons. Davis stated the Friday afternoon staffing would include a minimum of two employees with at least one trained to assist absentee voters and direct ballot voters.

Davis stated all Public Works hours are proposed to be Monday through Thursday, 6:30 a.m. – 4:00 p.m. and Friday, 6:30 – 10:30 a.m. with Friday afternoons being covered by the scheduled on-call employee of the week.

Davis noted all full time staff would continue to work 40 hours per week with a compressed schedule and rotating assignments for Friday afternoon work and should any hours be needed to meet the 40-hour schedule, they could be made up on Friday afternoons or would be charged to the employee's

accrued leave time.

Davis stated performance expectations and job responsibilities would remain unchanged with the summer hour schedule being proposed to begin the week of May 27 and run through the end of the week of Labor Day, September 2. Davis noted the benefit was cost neutral and helped promote a work-life balance that was an important component of the City's broader goal of maintaining a positive work environment and employee retention.

Wagamon stated she believed this schedule went really well last year and she did not think there had been any complaints received about it. She indicated she was in favor of this. She asked if there would be two staff people at the City Hall until 4 p.m. the entire summer. Davis responded that was correct.

Busch asked if all staff were in favor of this schedule. Davis responded they were.

Busch inquired if Public Works were needed for an emergency, such as a tornado, etc., would they come in. Davis responded they would.

Hegland stated she was in favor of providing flexibility while maintaining the services. She requested staff change their voicemails and email responses if they were out of the office also, regardless of whether it was summer hours or not. She wanted that to be part of this deal. Davis responded he would inform the staff of this and noted it was standard protocol now.

Motion by Preiner to approve the 2024 Summer Work Schedule as presented. Seconded by Hegland. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

8. PFA and MDH Letters of Intent – Water System Improvement

Davis stated as discussed at the Council Workshop, Bolton and Menk had prepared the application and cover letter to the Minnesota Department of Health to be placed on the Project Priority List. He indicated they had also prepared a cover letter to the Minnesota Public Facility Authorities to be placed on the Intended Use Plan. Davis indicated being placed on the Project Priority List for the potential improvements placed no obligation on the City to move forward with any project.

Davis requested the Council authorize Bolton and Menk as well as the Interim City Administrator to submit these applications on behalf of the City to the Minnesota Department of Health and the Public Facilities Authority.

Davis stated the Project Priority List would not come out until the September-October timeframe, and at that time, additional discussions on the City's decision to move forward can be conducted.

Preiner believed this was pretty self-explanatory.

Motion by Hanegraaf to authorize Bolton and Menk as well as the Interim City Administrator to submit the applications on behalf of the City to the Minnesota Department of Health and the Public Facilities Authority to have the water system improvement project included in their project priority

list and intended use plan for funding considerations, noting that additions to these lists, do not commit the City to a project. Seconded by Preiner. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

D. STAFF & CONSULTANT REPORTS

1. Engineer Report – Project Updates

Bittner gave an update on projects noting they have a pre-construction meeting on May 7 for pavement maintenance projects. He commented on the crack sealing and chip seal projects they were trying to lock in on, noting the micro surfacing project on Zurich Street is to start around the week of May 6 with a completion date of May 17, in order to get it done prior to the racing season.

2. Attorney Report – Legal Updates

Griffith presented a Legislative update. He noted with respect to the Bonding Bill, it is in the Senate now and if they get into the Senate version, there will be a Conference Committee hearing on the Bill. This will be when the City gets an opportunity to get the Hornsby Street project into the Bill in the Conference vote.

Wagamon requested the link to watch the Senate hearing. Griffith responded he would send the link out to the entire Council.

Griffith noted they had received a mutual termination agreement from David Harchanko, which would save the City the trouble of going through a formal notice process. He noted in the termination, there was direction to the title company to release the $10,000 earnest money. Mr. Harchanko also agreed to pay approximately $11,000 of fees he had on account with the City. He indicated even though they did not get a project, this was a good way to wrap this up.

3. Mayor & City Council Member's Report

Hanegraaf stated he had attended the Park Board meeting. He indicated not much happened at that meeting. An Eagle Scout attended the meeting, and the Park Board allowed him to plant some trees. He stated they discussed dugout covers, but nobody from the Forest Lake Athletic Association was there for that discussion and the costs given were high. With respect to park lighting, that will be discussed at the next meeting. He noted the tennis court repair was put on hold until more information was received, and they were still working on the Master Park Plan.

Wagamon summarized her meeting with the Forest Lake Cable Commission, noting they discussed the resignation of Diane, the JPA, what to do if Scandia wanted back into the JPA, and who would pay the legal fees to redraft the JPA.

Wagamon noted she had attended the Fall Fest meeting, which went well.

Hegland stated she had also attended the Fall Fest meeting and they had a good turnout for it. She noted there would be monthly meetings held until the end of August and she would be sending out the dates of those meetings.

Hegland stated she had attended the Lions Pancake Breakfast, which was the last one of the season. She also attended the Water Based Funding Implementation Funding meeting where it was discussed how the state money received was going to be divided up between the metro and non-metro portions of the sub watershed. She noted there were $75,000.00 of funds allocated to the Sunrise River Water Management Organization to do two projects, one being on Coon Lake.

Busch stated he had sent an email to the Interim City Administrator letting him know that he would be attending the meeting tonight by interactive format. He indicated he was at The Ven of Embassy Row in Washington DC, 2015 Massachusetts Avenue, Washington DC.

Busch indicated he had met with Tom Emmers' staff of District Six and had been able to bring up some of the sports betting issues. Congressman Emmers indicated it's not typical he is able to deal with that and he would have to go before an ethics committee before he was able to do anything. He also talked about more dollars to extend broadband and encouraged them to vote yes.

Wagamon noted she had been approached by a citizen about a project in Lino Lakes who had an organization that wanted to purchase the sod farm and put in a high density development. She indicated this would not impact Columbus, except with respect to possible traffic. Davis believed the project was still ongoing. He indicated they were under no obligation to inform Columbus on the project though as long as it was not crossing City limits.

Busch stated he had also received a couple of calls from residents concerned about increased traffic on Highway 14.

Hegland stated she had received a call from a resident living on Notre Dame who thanked them for lowering the speed limit this past weekend.

Hegland asked what was the plan for getting all of the speed limit signs posted. Windingstad responded he did not remember the exact plan, but believed they were working on complaints first, plus all gravel road. From there, they were talking about possibly waiting until they had received more complaints and then dealing with those complaints as they come in.

Hegland indicated she believed they were going to roll this into a two- or three-year plan. Windingstad responded that he had been part of the discussion. She noted the information should be in the Minutes of that meeting.

4. Public Works Report

No report.

5. Interim City Administrator's Report

Davis informed the Council that the Local Board of Appeals and Equalization meeting was April 30 at 6 p.m.

Hegland asked if Davis knew how many inquires residents had made. Davis responded he had received the Assessor's report, but there was no indication in the report as to how many people had approached the Assessor. Davis indicated the City had one local business contact them asking what they could do. He

stated he had informed that business to talk to the County first to see if the issue could be resolved prior to the meeting.

6. Personnel Committee Report

a.) Special Meeting Date Discussion for City Administrator Position

Hegland stated the Council had received the link to the OneDrive folder where all of the City Administrator semi-finalist candidate information was located. She outlined the scoring process for the Council, noting the scoring needed to be done by May 3 at 4 p.m. She asked if the Council felt they would have adequate time to be able to discuss this at the May 8 Council meeting or they could call a Special Meeting. She stated it was their hope that they could then schedule a short Special Meeting on May 10 at 8 a.m. to vote on the finalists. Council agreed to the dates and requested they be noticed.

Griffith requested the Special Meeting be set by a Council vote.

Motion by Hegland to call a Special Meeting on May 10, 2024 at 8 a.m. for the purpose of finalizing the finalists for the City Administrator position. Seconded by Wagamon. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

E. ANNOUNCEMENTS & REMINDERS

- Local Board of Appeals and Equalization (LBA&E), April 30, 2024, 6:00 PM
- Planning Commission Meeting, May 1, 2024, at 6 p.m.
- City Council Meeting, May 8, 2024, at 5:30 p.m.
- City Council Workshop Meeting, May 14, 2024, at 6 p.m.
- EDA Workshop Meeting, May 16, 2024, at 5 p.m.
- EDA Regular Meeting, May 16, 2024, at 6:30 p.m.
- Lake Drive Corridor Project Open House, May 23, 2024, 4 -6:30 p.m.

F. ADJOURNMENT

Motion by Preiner to adjourn. Seconded by Wagamon. Roll call vote: Busch – aye; Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Meeting adjourned at 7:55 p.m.

Respectively submitted:

Connor Keith

Connor Keith, Public Communications Coordinator

Drafted by: Kathy Altman
TimeSaver Off Site Secretarial, Inc.