

VIRGINIA CITY COUNCIL

COUNCIL PROCEEDINGS

CITY OF VIRGINIA, MINNESOTA, November 14, 2017

The regular meeting of the City Council in the City of Virginia, Minnesota was called to order by Mayor Cuffe, Jr. at 6:35 p.m. in the Council Chambers, City Hall.

Present: Councillor Paulsen, Johnson, Jorgensen, Baranzelli, Baribeau, Littlewolf
Mayor Cuffe, Jr. (7)

Absent: None

Mayor Cuffe, Jr. led the Pledge of Allegiance

The regular meeting was recessed at 6:36 p.m. to the Public Hearing for the implementation of the City of Virginia Body Worn Camera Policy per MN Statute 626.8473.

The Regular meeting was reconvened at 7:20 p.m.

Moved by Councillor Jorgensen, supported by Councillor Baribeau to approve the consent agenda as follows:

1. Approval/correction of minutes of Regular Meeting held October 24, 2017.
2. Adoption of Finance Resolution No. 17-021 schedule of Bills.
3. Approve travel request for Erik Jonassen, Allen Lewis and Jon Carlson to attend the Fire Leadership Course at Fort Ripley, MN on November 27th to December 1, 2017 cost of \$50.00

Motion Carried

UNFINISHED BUSINESS

City Administrator See-Benes updated the Council on the proposal from DSGW for Master Planning Services for the Miner's Memorial Complex Project. Kraus Anderson, Construction Manager at Risk, recommended to approve the contract with DSGW. Kraus Anderson would be responsible to oversee the services of DSGW.

Moved by Councillor Jorgensen, supported by Councillor Baribeau to approve the Master Planning Service agreement with DSGW for the Miner's Memorial Complex Project. Motion Carried.

DISCUSSION ITEMS

Approve the following variances, as recommended by the Planning and Zoning Commission at the regular meeting held November 6, 2017:

A. Moved by Councillor Johnson, supported by Councillor Jorgensen to approve the following variance requests from Eric Stavnes at 301 10th Street South Virginia, MN:

- 1.) A 20 foot variance to the required 20 foot setback abutting City Right-of-Way in order to construct a new 4 foot high chain link fence on the East (3rd Ave.) property line.
- 2.) A 2 foot variance to the maximum 2 foot in height requirement on a corner lot in order to construct a new 4 foot chain link fence on the South (10th Street) and East (3rd Ave.) property lines.

Motion Carried.

B. Moved by Councillor Jorgensen, supported by Councillor Littlewolf to approve the final plat for the Franklin Industrial Addition. Motion Carried.

Moved by Councillor Baribeau, supported by Councillor Paulsen re-appoint William Krall to the Housing Redevelopment Authority for a five year term ending November 22, 2022. Motion Carried.

Moved by Councillor Littlewolf, supported by Councillor Johnson to adopt Resolution 17140 authorizing submission of the CDBG Grant for 10th Street South in the amount of \$250,000 for reconstruction. Resolution adopted unanimously.

COMMITTEE REPORTS

Committee of the Whole meeting held November 7, 2017.

Moved by Councillor Jorgensen, supported by Councillor Paulsen to approve the extension of the temporary storefront until the doors and glass are installed on the face of the Lyric Center. Motion Carried.

Moved by Councillor Baribeau, supported by Councillor Johnson to adopt Resolution 17141 for change order #1 with Lenci Enterprises, Inc. to add drains, baskets, deck work, etc. in the amount of \$5,596 for the Olcott Fountain Project. Resolution adopted unanimously.

Moved by Councillor Paulsen, supported by Councillor Baranzelli to approve Pay Estimate #3 to Lenci

Enterprises, Inc. in the amount of \$23,085 for the Olcott Fountain Project. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Littlewolf to adopt Resolution 17142 to submit a CDBG Grant application for Phase II, for the Olcott Fountain Project ADA Accessibility and for the City of Virginia to act as the Fiscal Agent. Resolution adopted unanimously

City Administrator See-Benes spoke with Mr. Steve Nelson from St. Louis County and the projects that the City will be submitting for the CDBG Grant Application are considered as two separate projects, the Olcott Fountain ADA Accessibility and 10th Street South and won't need to be prioritized by the City.

Moved by Councillor Littlewolf, supported by Councillor Johnson to approve entering into an agreement with Lisa Kvas of Lamplighter Strategies for grant writing for a FY 2018 CDBG grant for Olcott Fountain and for the Olcott Fountain Fund to pay for the grant writing services. Motion Carried.

Moved by Councillor Baribeau, supported by Councillor Jorgensen to adopt Resolution 17143 to approve the 2018-2019 City Engineering Services contract with SEH as per the Rate Schedule with the addendum for the addition of the Wetlands Specialist hourly rate. Resolution adopted unanimously.

Moved by Councillor Jorgensen, supported by Councillor Johnson to approve the SEH Consultant contract for the ATV Trail Project for a lump sum of \$2,200 that includes expenses and equipment and is allocated by State funding. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Paulsen to adopt Resolution 17144 to approve the Advantage Billing Concepts/Expert T Contract with the City of Virginia and the Virginia Fire Department from September 1, 2017 to December 31, 2019. Resolution adopted unanimously.

Moved by Councillor Littlewolf, supported by Councillor Johnson to adopt Resolution 17145 to approve the purchase of three-five globe Chestnut Street lights with speakers and replacements from Wesco Distribution in the amount of \$28,218.19. Resolution adopted unanimously.

Moved by Councillor Johnson, supported by Councillor Baribeau to approve the request for the City to obtain ownership of the private sanitary sewer line located at 921 17th Street South for the Super One Liquor

store.

Ayes: Councillor Johnson, Baribeau, Littlewolf, Paulsen, Jorgensen, Mayor Cuffe, Jr. (7)

Nay: Councillor Baranzelli

Motion Carried.

Moved by Councillor Johnson, supported by Councillor Paulsen to approve the Engineering Department to review the placement of caution signs, children at play, slow down etc. to slow the traffic down on 12th Avenue South between 8th Street and West Chestnut Street. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Johnson to approve the addendum to the Purchase Agreement for 118 Chestnut Street regarding the second half of 2017 property taxes and a contamination escrow reimbursement account. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baribeau to adopt Resolution 17146 to approve the United Taconite Surface Lease Agreement contingent upon SEH finalizing the legal description. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Paulsen to approve the proposed lease agreement for the Golf Course Restaurant with the hours of operation to state that the restaurant lessee will work with the golf professional in order to parallel the hours of the restaurant to the needs of the golf course; to implement a \$36,000 rental fee for the first year equal to the budgeted utilities for 2018 and evaluate the business financials after the first year to determine if the rental fee should be changed. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Jorgensen to approve seeking Request for Proposals for the lease of the Golf Course Restaurant in 2018. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Johnson to approve the quote from Kimley-Horn for a Pocket Park Design at 418 Chestnut Street in the amount of \$7,500. Motion Carried.

Moved by Councillor Littlewolf, supported by Councillor Baribeau to adopt Resolution 17147 for the Miner's concession stand lease with Virginia Amateur Hockey Association (VAHA) for five years, 2017 to 2022 with no other changes in the agreement. Resolution adopted unanimously.

Moved by Councillor Paulsen, supported by Councillor Johnson to approve the request from REVIVE Virginia for the City to approve the scope of work for 529 Chestnut Street Public Plaza Concept Site Design in the amount of \$9,600. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Paulsen to approve changing the minimum qualification in the job description for the Shop Mechanic. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baribeau to adopt Resolution 17148 for the Virginia Fire Department “Stuff the Ambulance” Toy Drive on November 24th and 25th, 2017. Resolution adopted unanimously.

Moved by Councillor Paulsen, supported by Councillor Jorgensen to adopt a Resolution 17149 for the City to act as the Fiscal Agent for the Downtown Corridor Matching Grant application in the amount of \$50,000 with the IRRRB for Angie and Erick Drake for the proposed Drake Hall located at the former Masonic Lodge, at 421 1st Street South. Resolution adopted unanimously.

Moved by Councillor Baribeau, supported by Councillor Johnson for City staff to submit a letter of interest to the State of Minnesota for the property located at the corner of 2nd Avenue and Hwy 53. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baranzelli to set one Council meeting in December, to be held on December 12, 2017 at 6:30 p.m. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baribeau to hold one Committee of the Whole meeting in December, to be held on Tuesday, December 5, 2017. Motion Carried.

Committee of the Whole Personnel Meeting held November 14, 2017

Moved by Councillor Johnson, supported by Councillor Baribeau to appoint Kathryn Cremers to the Human Rights Commission for the remaining balance of a three-year term to February, 1, 2019. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baribeau to appoint Tamberly Eck to the Human Rights Commission for a three-year term ending on February 1, 2021. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Littlewolf to appoint Glenn Patrick to the VEDA Commission for the remaining balance of a six year term ending December 31, 2022.

Motion Carried.

Moved by Councillor Baribeau, supported by Councillor Baranzelli to re- appoint Darwin Alar to the Municipal Cable Commission for a three-year term ending December 1, 2020. Motion Carried.

Moved by Councillor Johnson, supported by Councillor Baribeau to appoint Bill Cole as the Designated Building Official and to allow for the vacation adjustment as requested. Motion Carried.

Moved by Councillor Jorgensen, supported by Councillor Littlewolf to adopt Resolution 17150 to hire Mr. Adam Hockman as a Patrol Officer on or before November 27, 2017. Resolution adopted unanimously.

Moved by Councillor Johnson, supported by Councillor Baribeau to approve posting for three Part-Time Seasonal Maintenance Positions for Park & Rec/Public Works. Motion Carried.

Moved by Councillor Littlewolf, supported by Councillor Paulsen to approve the hiring of five Rink Attendants contingent upon passing the background checks and completing the necessary paperwork. Motion Carried.

COMMISSION LIAISON/DEPARTMENT HEAD REPORTS

Councillor Johnson thanked Mayor Cuffe, Jr. for his leadership and all that he does for the City of Virginia.

Mayor Cuffe, Jr. attended the VPUC marketing meeting and the steam program was discussed. There is also a brochure available that gives the history of the VPUC.

A letter was received from a resident that was converting from steam to gas noting that the out of town contractor they had hired was unaware of the requirements involved for the change over from steam to gas. They would like a better communication system to be in place between the VPUC and the City. It was noted that a mechanical permit is required from the City of Virginia's Engineering Department prior to the installation.

The meeting adjourned at 8:15 p.m. to Tuesday, November 28, 2017 at 6:30 p.m.in the Council Chambers.

(OFFICIAL SEAL)

Larry Cuffe, Jr., Mayor

Pamela LaBine, City Clerk