

**NOTES FROM A JOINT STREET/FINANCE COMMITTEE MEETING HELD
WEDNESDAY, OCTOBER 8, 2008 – 6:00 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Chair Susan Palmer. Roll Call was taken and the following members were found to be present: Chair Palmer, Bill Becker & Brian Herberg. Street Committee members also present were Don Simon & Vern Ahles.

Absent: Randy Volkmoth.

Staff members present: Rena Weber, Amy Goerger, Rick Hansen & Engineer Scott Hedlund.

INTRODUCE NEW FINANCE DIRECTOR – Rena Weber introduced Amy Goerger to the group.

400 CLUB DRAINAGE ISSUE – Scott Hedlund presented a cost estimate and drawing of what is being proposed. Stearns County Soil & Water Conservation District does not normally pay for engineering since they have an engineer on staff.

Phase 1 – city project will be to re-locate the storm sewer from the 400 Club north to public access

Preliminary Plan & Preliminary Easements have been approved by the DNR
\$20,000 (includes the paving of Lake Road)

Phase 2 – will involve Stearns County Soil & Water, Cherie Verkinnes, Pleasant Lake Homeowner's Association, other agencies with grant money, and possibly the city (rain garden in park area).

Scope of project:

- Bituminous paving 400 Club parking lot
- Installation of pervious paver parking stall inlet to subsurface drainage infiltration system (soak away pit) in 400 Club parking lot for treating parking lot runoff only – overflow tile line to existing City mechanical sedimentation structure (i.e. Stormceptor)
- 1 rain garden/infiltration pond along west side of Lake Road parking lot to intercept runoff from adjacent parcel to the west
- 3 rain gardens/infiltration ponds along west side of Lake Road on City park property between the road and trail, north of new culvert under the paved trail
- Investigate re-directing existing 400 Club downspout in NW corner of building to Stormceptor or proposed subsurface drainage system

Assumptions:

- SC SWCD will provide soil borings, infiltration rate/suitability data and recommendations, and groundwater elevations for infiltration facilities
- SC SWCD will attend preliminary design meetings, review and approve final design and specs for infiltration facilities
- SC SWCD will coordinate/assist with application preparation for any necessary permitting with: SC SWCD, DNR, SRWD, SCES, etc. (beyond public access easement)
- No assessments, assessment rolls, public hearings
- Fees below are in addition to City culvert relocation project (even though both projects likely would be in the same plan set and bid together)

Cost Phase 2:

Engineer	\$9,500
Construction	
Paving	35,000
Paver/soak away	20,000
NW Rain Garden	3,500
Park Rain Garden's	10,500
Gutter re-route	250
TOTAL	\$79,500

Potential Pots of Money:

City \$20,000 for phase 1

Mary indicated that there is \$600 excess in financial consultant fees from another project. The group felt this bill should be reduced to 0.

Motion by Member Herberg, second by Member Palmer, to recommend that the bill be reduced to 0 due to the lateness of the bill and the fact that we have no way to collect it. Motion carried.

BUDGET UPDATES – Rena Weber reported on the following:

LGA CUTBACK – The LMC put out a memo today citing bad news about the state budget and the fact that there could be an unallotment of the 2nd half of LGA – approximately \$7,880. Chair Palmer suggested that we look at ways to make up that difference.

HEALTH INSURANCE RATES – Rena reported the renewal notice came in and we are looking at a 7% increase overall. The 2009 Budget is set at 13% increase so this can be reduced.

MAINTENANCE MOVING INTO CITY HALL – Rena reported that the Maintenance Personnel recently moved into the same office as EMS in City Hall. This will eliminate a phone line and internet service to the maintenance building. The heating/cooling will also be reduced.

RAISE FOR FIRE DEPARTMENT –\$3.00/HOUR RAISE – Mayor Herberg reported that a fire fighter contacted him recently to see if the Finance Committee had given consideration to a \$3.00/hour raise. This is a 33% increase. The Fire Relief Association members also receive \$1500 for each year of service.

Member Becker stated that he would like to see information on other cities and what this would do to the budget.

Chair Palmer voiced concern that this should have come to the attention of the Committee during the budgeting process.

It was determined that staff would provide a history of hours over the last five years and salary changes. The LMC wage survey will also be accessed.

Rick Hansen indicated that the officers lost one officer and need to spread the budgeted amount out before the end of the year.

Did we bump the council wages?

ADJOURNMENT – Motion by Member Herberg, second by Member Palmer, to adjourn the meeting at 7:30 p.m. Motion carried.

Submitted by Rena Weber
Administrator/Clerk

Rinke-Noonan

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Office Memorandum

To: Mayor Brian Herberg
From: James A. Mogen
Direct Dial: 656-3520
Re: Deferring Assessments
Our File: 16642.046
Date: October 8, 2008

Based on a request of a property owner to defer the collection of a special assessment against its property, you asked:

Is the City able to delay the collection of a special assessment already levied against improved property?

Response: No. Except for limited circumstances, Minnesota law doesn't allow the City to defer special assessments.

Minnesota Statutes 429.011, et al. controls special assessments for public projects. The law basically provides a financing mechanism for cities to use to fund the construction of public improvements. While it clearly provides procedures that protect a property owner who is being asked to pay for a project through a special assessment, it also lays out procedures that are intended to establish minimal assurances for bond holders that the bonds the City sells to finance the project are properly secured.

Therefore, the law prohibits the deferral of special assessments against a property, except in limited circumstances. Once a special assessment has been levied against a property, the city can only defer assessments in hardship cases, and then only if the hardship is related to the owner's age over 65 or disability. See Minnesota Statute 435.193 for more information on hardship deferrals.

L & M Services of Belgrade, Inc.

604 Parkway Dr., Box 74
Belgrade, MN 56312

SEP 26 2008

Invoice

Date	Invoice #
9/25/2008	12036

Bill To
City of Rockville Box 93 Rockville, MN 56369

Terms
Due on receipt

Quantity	Description	Rate	Amount
	June 28, and July 7, Patching City Streets, Labor and Equipment	3,110.00	3,110.00
	CRS II Oil 335 gal. @\$2.30 per gal.	770.00	770.00
	7 ton granite rock @\$30.00 per ton	210.00	210.00
Thank you for your business.		Total	\$4,090.00