

ROCKVILLE CITY COUNCIL MEETING MINUTES
July 13, 2016
ROCKVILLE CITY HALL

Item 1) Call to Order

Item 2) Roll Call

The meeting was called to order by Mayor Jeff Hagen at 5:00 p.m. Roll call was taken and the following members were present: Council Members; Sue Palmer, Don Simon, Rick Tallman, and Duane Willenbring.

Staff members present: City Administrator Martin Bode, Public Works Director Nick Waldbillig, City Engineer David Blommel w/SEH, Stearns County Sheriff Representative's Victor Weiss, Planning Commission Chair Bill Becker.

Others present: Paul B. Wirth, Lane Stewart, Audrey Schaefer, Vince Schaefer, Scott Stenseth, Marc Spoden, L. Jean Spoden, Mike Kneip, Tudie Hermanutz James McDonald, Dennis Czech, Ev Balko, and Kathleen Stanger.

Recess to Work Shop

a. SCADA

Discussion was held on the two quotes provided (Automatic Systems Co. and Preferred Controls Inc.) regarding the Supervisory Control and Data Acquisition (SCADA) located at the lift stations and the public works shop.

b. 25683 Lake Road Nuisance Complaint

Discussion held on the nuisance complaint at this address.

c. Community Park Concession Stand (3.2)

Liquor license fee discussed for this entity.

d. Special Event Permit

Permit for The Waters Edge Restaurant scheduled for Saturday, August 27, 2016. Applicant is requesting street closure on Lake Road and a liquor license for a fenced-in area. Neighbors will need to be notified.

e. Temporary Family Healthcare Dwellings

Duane Willenbring provided an update on a new law that takes effect September 1st. A Public Hearing will need to be held if the City wishes to opt out.

f. Utility Rates

Discussion on the rate structure/steps regarding Stickney Hill Dairy.

g. Water Tower Rental Fees

Recommendation on allocating the water tower rental fees to the water fund.

Reconvene Council Meeting 6:00 p.m.

Item 3) Pledge of Allegiance

Item 4) Approval of Agenda

Additions to the agenda:

9. b) Planning Commission

3) Resolution 2016-30 Combining 2 Lots Gregory and Joyce Simones

9. d) Public Works/Parks

6) *Rock-Fest*

7) *Sewer Meter Cost*

12. Other

b) *IT update*

Motion by Palmer, second by Tallman, to approve the agenda along with the additions as amended. Motion passed unanimously.

Item 5) Open Forum (4) Minute Limit (No Sharing/Allotting of Minutes)

Mark Spoden, 22045 Spoden Rd, stated that the tree line along Spoden Road needs some trimming.

Item 6) Approval Rockville City Council Minutes of June 15, 2016

Motion by Willenbring, second by Simon, to approve the City Council minutes of June 15, 2016. Motion passed unanimously.

Item 7) Approval of Bills Paid

Member Tallman questioned 3 invoices. Explanation provided.

Motion by Palmer, second by Tallman, to approve the bills paid for June and July. Motion passed unanimously.

Item 8) Consent Agenda:

- a) Approve of June/July 2016 Journal Entries
- b) Resolution 2016-24 Accepting June/July Donations
- c) Acknowledge Lions Monument Committee's June 2016 Meeting Minutes
- d) Approval of 2 a.m. Liquor License Stoney's Bar

Motion by Palmer, second by Tallman, to approve the Consent Agenda. Motion passed unanimously.

Item 9) Department Reports:

- a) Sheriff's Report (Victor Weiss)

Sheriff's Deputy Victor Weiss reviewed with the Council the June 2016 written Sheriff's Report of the City of Rockville activity.

- b) Planning Commission (Chair Bill Becker)

- 1) Resolution 2016-25 MN Truck Headquarters Sign Variance

PUBLIC HEARING FOR MN TRUCK HEADQUARTERS @ 10510 County Road 47 – Sign Variance

Notice is hereby given that the Rockville Planning Commission will hold a public hearing on Tuesday, July 12, 2016 at approximately 6:00 p.m. at Rockville City Hall – 229 Broadway Street East to consider the request of Mike J. Jordet dba: MN Truck Headquarters, for a variance to the Sign Ordinance. The address of the property is: 10510 County Road 47 - St. Cloud, MN with a legal description of: Parcel No. 76.41614.0300, 22.81 A. SE4SE4 LESS FR'L 4.73 ACRES & LESS ROADS & LESS RUPRECHT ACRES & LESS 9.65A FOR HIGHWAY.

The request is to exceed the square foot area of a sign in a B2 – General Business District.

STAFF REPORT

Re: Variance Request(s)
76.41614.0300 Owners: Mike J. Jordet dba: MN Truck Headquarters
Property Address: 10510 County Road 47
Legal Description: 22.81 A. SE4SE4 LESS FR'L 4.73 ACRES & LESS ROADS & LESS RUPRECHT ACRES & LESS 9.65A FOR HIGHWAY.
Zoning District: B-2 – General Business

Variance(s) Requested:

1. Variance to construct a 12 x 25, 300 sf Sign

Section 12, Subdivision 16.

- B.1. Maximum aggregate area for lot.
 - a. Single entity occupant property – One (1) square foot per lineal front foot.
- B.3. Maximum sign area of freestanding signs
 - a. If facing Trunk Highway 23 – One hundred-fifty (150) square feet.
 - b. If facing other arterial or collector street – One hundred twenty-five (125) square feet.

Relevant Information:

1. This property is located on the North side of CR 47 at the intersection of State Highway 23.
2. Property 22.81 acres more or less.
3. Front footage (Hwy 47) 1,100 lineal feet more or less
4. 12 notices of public hearing were sent out.
5. No other business in the immediate area

RECOMMENDATION

1. Consider Approval

Motion by Willenbring, second by Tallman, to approve the MN Truck Headquarters Sign Variance as presented. (It was further noted that this motion does not include a variance to exceed the maximum sign height limit. That would take a separate variance application and public hearing.)

Roll Call Vote:

AYES: Tallman, Willenbring, Simon

NAYS: Hagen, Palmer

Motion passed on a 3 to 2 vote.

- 2) Resolution 2016-26 Combining 2 Lots Jeffrey Reiter dba Custom Properties

STAFF REPORT

Re: Combining Lots Request
Owners: Jeffery Reiter dba Custom Properties, LLC
PIN: 76.41835.0004, Property Address: 12383 234th Ave
PIN: 76.41835.0003, Property Address: 12359 234th Ave

Combine Two (2) Adjacent Lot(s) Requested:

1. PIN: 76.41835.0004, Legal Description: Lot 002, Block 002 of Gilbert Donabauer Plat 1
2. PIN: 76.41835.0003, Legal Description: Lot 001, Block 002 of Gilbert Donabauer Plat 1 Less Hwy 23 R/W OLD # 28.17266.003

Relevant Information:

1. This property is located in a I-1
2. One of the Lots is a corner lot at the intersection of Hwy 23 and CR 82 (Broadway)
3. No Public Hearing Required, no notices sent out

Recommendations:

Consider Approval

Motion by Willenbring, second by Simon, to approve of the Lot Combination Request – Jeffrey Reiter dba Custom Properties LLC. Motion carried unanimously.

- 3) Resolution 2016-30 Combining 2 Lots Gregory and Joyce Simones

STAFF REPORT

RE: Combining two Lots

76.41604.600 / 76.41604.0602 Owners: Gregory and Joyce Simones

Property Address: 9379 County Road 6, St. Cloud, MN 56301

REQUEST:

Approval to combine two lots together. These lots were sub-divided into two parcels in July of 2008.

RELEVANT INFORMATION

1. Property is zoned R-1
2. Property combined is 10.0 acres, more or less.
3. The owner has previously granted easements along the north and east sides of the lot to facilitate drainage/utility and also roadway access for possible future extension of 93rd Ave.

RECOMMENDATION

Consider Approval

Motion by Palmer, second by Tallman, to approve of the Lot Combination Request – Gregory and Joyce Simones. Motion carried unanimously.

c) Fire

- 1) Resolution 2016-27 Cold Spring Fire Mutual Aid Agreement (Chief Rodney Schaefer)

Motion by Hagen, second by Willenbring, to approve Resolution 2016-27 Cold Spring Fire Mutual Aid Agreement. Motion passed unanimously.

- 2) Fire Department Retirement Notice

Fire Chief Schaefer informed the Council that Don Simon has submitted his retirement notice to the Fire Department effective July 1, 2016.

Motion by Willenbring, second by Tallman, to approve Don Simon's retirement from the Fire Department effective July 1, 2016, with great appreciation for his years of service to this community. Motion passed unanimously. Simon abstained.

- 3) Emergency Management Service (Mike Hoffman)

Mike provided an update on the emergency management guidelines for the Rockville area.

- 4) Reimbursement payment to Nick Filla for items purchased for the Fire Department.

Motion by Tallman, second by Willenbring, to approve reimbursement payment to Nick Filla.

Roll Call Vote:

AYES: Tallman, Willenbring, Simon

NAYS: Hagen, Palmer

Motion passed on a 3 to 2 vote.

d) Public Works/Parks

- 1) Waters Edge Special Event Permit and Street Closure Request 08/28/2016

Road closure on Lake Road from Co. Rd. 6 to the end of the property at 25958 Lake Road. Park requirements and parking were discussed. If there are any damages to the park property it must be restored by the applicant.

Motion by Hagen, second by Palmer, to approve the Waters Edge Special Event Permit and Street Closure Request. Motion passed unanimously.

- 2) SCADA

Motion by Palmer, second by Hagen, to approve the selection of a SCADA contract not to exceed \$45,000.

Roll Call Vote:

AYES: Willenbring, Simon, Palmer, Hagen

NAYS: Tallman

Motion passed on a 4 to 1 vote.

- 3) Downtown Broadway North Alley Water Main Repairs

Motion by Hagen, second by Simon, to approve the Downtown Broadway North Alley Water Main Repairs. Motion passed. Tallman abstained.

- 4) 2016 Seal Coating

Motion by Hagen, second by Willenbring, to approve the 2016 Seal Coating quote as presented with the addition of Fowler Road. Motion passed unanimously.

- 5) City Engineer, Dave Blommel SEH Written Report: 2017 Street Project

Motion by Palmer, second by Tallman, to accept Engineer Blommel's quote from ITT for geotechnical exploration in the amount of \$4,210. Motion passed unanimously.

- 6) Rock-Fest

Motion by Hagen, second by Tallman, to approve up to an additional \$400 to payoff all remaining outstanding Rock-Fest bills..

Roll Call Vote:

AYES: Tallman, Simon, Palmer, Hagen

NAYS: Willenbring

Motion passed on a 4 to 1 vote.

- 7) Sewer Meter

Member Tallman requested information on sewer meters and costs.

Item 10) Council Action:

- a) Appropriations, Allocations and Transfers – None presented.
- b) Fee Schedule

Motion by Palmer, second by Hagen, to approve the updated fee schedule. Motion passed unanimously.

- c) Water Tower Antenna Rental Allocation

Motion by Hagen, second by Willenbring, to approve allocating the Water Tower Antenna Rental to the Water Fund backdating to January 1, 2016. Motion passed unanimously.

- d) 25683 Lake Road

Discussion was held regarding 25683 Lake Road. Homeowner will be contacted to set up meeting with Mayor Hagen and Member Tallman to address concerns. Concerns regarding various properties on Broadway have been inspected by Gary Utsch, Building Inspector.

- e) Resolution 2016-28 Appointment 2016 Election Judges

Motion by Palmer, second by Simon, to approve Resolution 2016-28 Appointment 2016 Election Judges. Motion passed unanimously.

- f) Temporary Family Healthcare Dwellings
-Consideration of Resolution 2016-29, Calling for Public Hearing

Motion by Willenbring, second by Simon, to approve Resolution 2016-29 Temporary Family Healthcare Dwellings Public Hearing. Motion passed unanimously.

Item 11) Mayor's Report

Nothing to report.

Item 12) Other

- a) 2017 Budget

Department Directors have been given their 2017 budget for review.

- b) IT

Council was informed on the progress of the IT upgrade in the council chambers.

Item 13) FYI – No Action

- a) Stearns County 2015 Adult Diversion Program Report
- b) Initiative Foundation, letter of thanks 06.28.16
- c) LMC Memorandum regarding Representative Jeff Howe

Marty informed the Council that city offices would be closed July 18, 2016 (8:30 a.m. until noon) and July 26, 2016 (1:30 p.m. until 4 p.m.) for Election Judge training.

Item 16) Open Forum (4) Minute Limit (No Sharing/Allotting of Minutes)

No one appeared.

Item 17) Adjourn

Motion made by Hagen, second by Willenbring, to adjourn the meeting at 7:36 p.m. Motion carried.

Martin Bode
City Administrator

Jeff Hagen
Mayor