

ROCKVILLE CITY COUNCIL MEETING MINUTES
March 14, 2018
Rockville City Hall

Item 1) Call to Order

The meeting was called to order at 6:00 p.m. by Mayor Duane Willenbring.

Item 2) Pledge of Allegiance

Item 3) Roll Call

Roll call was taken and the following Council Members were present: Vince Schaefer, Don Simon, Rick Tallman, and Jerry Tippelt.

Staff members present: City Administrator, Martin Bode; Planning Commission Chair, Bill Becker; Bolton & Menk Engineer, Justin Kannas; Stearns County Attorney, Janelle Kendall.

Others present: Various members of the public.

Item 4) Approval of Agenda

Mayor Willenbring requested the following additions:

Item 9 b) MCFOA (Marty) March 20-23 – add *Council Action*

Add Item 9 c) Resolution 2018-14 Support of Bonding Money for Greater MN Parks and Trails

Motion by Simon, second by Tippelt, to approve the agenda with the additions. Motion carried.

Item 5) Public Comment

Kevin Voigt, 7819 Co. Rd. 141, expressed concern about the public voicing their opinions at a Public Hearing. He also questioned the Subdivision Moratorium that was addressed in the January City Council meeting.

Item 6) Resolution 2018-10 Acceptance of February 2018 Donation

Motion by Tallman, second by Schaefer, to approve Resolution 2018-10 Acceptance of February 2018 Donation. Motion passed unanimously.

Item 7) Consent Agenda

- a) Acknowledge Review of the February 2018 Bills Paid and Journal Entries
- b) Acknowledge Review of January/February 2018 Bank Statements
- c) Approval Rockville City Council Minutes of February 14, 2018
- d) Acknowledge Sheriff's February 2018 Activity Report

Tallman inquired about the City's certificates of deposit and the Council's involvement.

Motion by Simon, second by Tippelt, to approve the Consent Agenda as presented. Motion passed unanimously.

Item 8) Department Reports:

- a) **Stearns County Attorney** – Janelle Kendall

Kendall provided Council a brief overview of the 2017 Rockville Prosecution Contract Report and noted the following:

- Stearns County has been handling the City of Rockville prosecution since 2006.
- Reviewed with the Council the County first time offenders program called the Diversion Program, which does come with a first time offenders work program that local governments are entitled to take advantage of.
- Court appearances for the City of Rockville dropped by nearly half of the year before.
- Juvenile crime is down and adult crime is up.

- Council requested the Administrator work with Stearns County in scheduling a public information presentation on Sex Trafficking.

b) **Planning Commission**

1) Resolution 2018-11 Simones Variance Application

Staff Report

Re: Variance from Accessory Structure Requirements

Parcel I.D. No. 76.41604.0605 - Section 03, Township 123, Range 029

Owner: David A. Simones

Property Address: 9379 County Road 6

Request:

1. To construct a 3rd accessory structure, (Section 9, subd 2.J – maximum of two (2) accessory structures)
2. Appearance to match current two accessory structures (Section 9, subd 2.H – uniform and resembles principal structure)
3. Locate said structure in the front yard (Section 9, subd 2.D.1 – rear yard only)
4. Proposed accessory building size is 3,840 sf (Section 17, subd 3.1 - max sf is 2,400)

Relevant Information:

1. Property is zoned R-1.
2. Property is 10 +/- acres.
3. Rear yard is mostly wooded wetland.
4. Structure setback from County Road 6 is 100 feet from center or 50 feet from road RW.

Action Item:

1. Consider Approval of Variance Request: **All** or No. **1** **2** **3** **4**

Schaefer spoke about state practical difficulties. Council held further discussion before calling the vote.

Tippelt expressed his opinion that rather than granting all these variances should have maybe been better served by rezoning to RR.

Motion by Simon, second by Willenbring, to approve Resolution 2018-11 David A. Simones Variance from Accessory Structure Requirements as presented. Roll Call Vote: AYES: Tallman, Tippelt, Simon, Willenbring. NAYS: Schaefer. Motion passed on a 4 to 1 vote.

2) Resolution 2018-12 Irene Schneider Trust – Qualified Minor Subdivision/Rezone

Staff Report

Re: Qualified Minor Subdivision and Amended Rezone

Parcel I.D. No. 76.42170.0051 - Section 25, Township 123, Range 029

Owner: Irene Schneider Trust

Property Address: County Road 141

Request:

1. Rezone the 2 new proposed parcel's from Ag-40 to RR and amend the City's Future Land Use Map
2. Qualified Minor Subdivision of two (2) new lots

Relevant Information:

1. Property is zoned Ag-40.
2. Property is 10 +/- acres.
3. There are two (2), new lots (5 +/- acres each) being proposed to be sub-divided.
4. Purpose is residential development.
5. Property not conducive to long-term agriculture use; wooded area, rock outcroppings and marginal soils.

Action Items:

1. Amended Rezoning Application A-40 to RR
2. QMS Application

Schaefer questioned the driveway location on the map provided.

Dan Kron, surveyor, O'Malley & Kron Land Surveyors, stated he was working with the Schneider's and with Stearns County on the driveway and there would be a shared driveway for the two (2) proposed lots.

Motion by Simon, second by Willenbring, to approve Resolution 2018-12 Irene Schneider Trust – Amended Qualified Minor Subdivision and Rezone as presented. Motion carried unanimously.

c) **Public Works**

- 1) February Written Report
- 2) MDH Report – Council expressed their appreciation for the quality of work that the Public Works Department does in maintaining the City Water System.

Item 9) Administration

a) Subdivision Moratorium

Schaefer explained the need to place a subdivision moratorium to review the city's ordinances and comprehensive plan. Council held further discussion and determined to publish a Public Hearing for the Subdivision Moratorium on March 30, 2018 at 6:00 p.m.

Motion by Simon, second by Schaefer, to approve the Subdivision Moratorium Public Hearing to be scheduled for March 30, 2018 at 6:00 p.m. Motion passed unanimously.

b) MCFOA-City Administrator

-(Marty) attending the March 20-23, 2018, MCFOA Annual Conference in Bloomington, MN

-Resolution 2018-13 A resolution supporting City Administrator Bode applying for and if selected accepting a Board position with the MCFOA.

Motion by Simon, second by Tippelt, to approve Resolution 2018-13 to grant Martin Bode approval in applying for a position with the MCFOA Board. Motion passed unanimously.

c) GMPT (Greater Minnesota Parks and Trails) Resolution 2018-14

Motion by Simon, second by Schaefer, to approve Resolution 2018-14 In Support of Bonding Money for Parks and Trails. Motion passed unanimously.

Item 10) Appropriations, Allocations and Transfers

a) Council Action – none to report.

Item 11) Mayor/Council Reports

- a) RTCB – nothing to report.
- b) LMC Legislative Conference March 21-22, 2018 – Willenbring and Schaefer attending.
- c) Communication Task Force – Site visit made to City of Waite Park to view their website.
- d) Ordinance Review Task Force – Committees continue the ordinance review process.
- e) Hwy 23 Coalition – Willenbring provided an update regarding recent meetings.

f) RTU – 2018 Street Project

Tallman stated he provided an update at the last three council meetings regarding the road improvements that the RTU Committee felt needed to be addressed by the City Council. Council held extensive discussion on the proposed streets/roads to be addressed as well as the process of the bidding process along with the supervision of the actual construction/reconstruction phase. Justin Kannas, Bolton & Menk Engineer, provided insight from the engineer's standpoint and what can be expected of the submitted bids.

There was a great deal of discussion on how to be most efficient with the limited City tax dollars that have already been sent aside for road projects and the amount of time and money spent on professional engineering services.

It was the consensus of the Council to at the very least use the City Engineer to put together the bid specs for this proposed 2018 Street project.

Motion by Tallman, second by Simon, to approve the City Administrator work with the City Engineer to prepare bid specs for reclaim and overlay on all possible roads with a minimum of 60,000 square yards and present the proposals to Council at the next meeting. Motion passed unanimously.

Item 12) Other

- a) Rockville Fire Relief Assn. Fish Fry March 16, 2018 from 4-8 p.m.
- b) Reminder for Councilmembers to turn in Quarterly Meeting Expense Report (Timesheet)

Item 13) Future Agenda Items

Item 14) Adjourn

Motion made by Simon, second by Tippelt, to adjourn the meeting at 8:18 p.m. Motion carried.

Respectfully Submitted,

*Martin M. Bode
City Administrator*