

**MINUTES OF THE REGULAR MEETING
CITY COUNCIL
LITTLE CANADA, MINNESOTA**

OCTOBER 10, 2018

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 10th day of October, 2018 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 7:30 p.m. and the following members of the City Council were present at roll call:

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|---------------|----------------|-------------------------|
| CITY COUNCIL: | Mayor | Mr. John Keis |
| | Council Member | Mr. Tom Fischer |
| | Council Member | Mr. Christian Torkelson |
| | Council Member | Mr. Mike McGraw |
| | Council Member | Mr. Rick Montour |

| | | |
|---------------|--------------------|--------------------|
| ALSO PRESENT: | City Administrator | Mr. Chris Heineman |
| | City Clerk | Ms. Heidi Heller |
| | Cable TV Producer | Mr. Kevin Helander |

MINUTES Fischer introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2018-10-195 – APPROVING THE MINUTES OF
THE SEPTEMBER 26, 2018 WORKSHOP AND THE SEPTEMBER 26,
2018 REGULAR COUNCIL MEETING AS SUBMITTED***

The foregoing resolution was duly seconded by Montour.

Ayes (5).

Nays (0). Resolution adopted.

ANNOUNCEMENTS

Torkelson announced that the Taste of Northeast fundraiser for the Northeast Youth and Family Services is tomorrow night, October 11 from 5:30 p.m. to 8:00 p.m. at Vadnais Commons. He stated that tickets will be available at the door for \$40.00.

**PRESENTATION –
ROSEVILLE SCHOOL
DISTRICT: UPDATE
ON DISTRICT
FACILITY
IMPROVEMENTS
PLAN**

Dr. Aldo Sicoli, Roseville School District Superintendent thanked the community for passing the referendum last fall for the much needed funds for building improvements. He stated that Little Canada Elementary School will be the first building to get work done because they need additional space.

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Shari Thompson, Director of Business Services with the Roseville School District, stated that in 2017 residents voted to pass a \$144 million bond referendum and a year later work has begun. She noted that there has been increased enrollment throughout the district and Little Canada Elementary School will be the first building to get improvements done. She explained that Little Canada elementary school will be adding classrooms, a music room, creating a new Friendship Connection room and renovating special education areas and the media center and computer lab. She stated that six years ago this school had 350 students, and now there are almost 600 students, so this building was a high priority due the immediate space needs. She noted that the front office and entry will be renovated for added security and safety features. She stated that construction started in September and will be done by fall 2019.

Ms. Thompson explained that Roseville Area High School will be adding classrooms to accommodate growth, replacing 14 science rooms in a new wing, constructing a new facility to move the auto shop to the high school from the middle school, renovating special education, career and tech areas, music rooms, media center and existing auditorium. She noted there will be an additional auditorium, the front entry will be renovated for security and expanding the office area, along with creating new flexible space for students and new turf on the fields. She reported that work started in September and will go through fall 2021, and it will be done in phases in order to keep the building operational.

Ms. Thompson reviewed other improvements being done to Brimhall Elementary School, Central Park Elementary School, and Edgerton Elementary School.

Dr. Sicoli stated that the Legislature was giving grants for safety improvements at schools, and the Roseville School District received \$156,000 for Brimhall Elementary to redesign the school's entrance to make it more secure. He explained that the Fairview Community Center needs extensive renovations, so they looked at various options, including building a new facility, which was the least expensive option. He explained that the building's footprint will be smaller, but the layout will better meet the needs for the uses. He stated that the old building will be able to stay in use while construction is occurring on the new facility.

Ms. Thompson explained that they will hold off on this building construction until 2020 to wait until other facilities are done in order to recoup unused funds. She stated that there will be a total of a \$9.7 million investment for Little Canada facilities including a lot of long-term maintenance that has been deferred for years due to lack of funding.

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Ms. Thompson stated that there is information on the schools district's website about the improvement projects.

**CONSENT
AGENDA**

Montour introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2018-10-196 – APPROVING THE CONSENT
AGENDA WHICH CONTAINS THE FOLLOWING:***

****APPROVAL OF THE VOUCHERS***

****APPOINT ELECTION JUDGES FOR THE NOVEMBER 6, 2018
GENERAL ELECTION***

****APPROVE PARTIAL PAYMENT #2 FOR HARDRIVS, INC. FOR 2018
IMPROVEMENT PROJECTS***

The foregoing resolution was duly seconded by Fischer.

Ayes (5).

Nays (0). Resolution declared adopted.

**REVIEW 2018
COMMUNITY
SURVEY RESULTS**

The City Administrator reported that the community survey was conducted in August by The Morris Leatherman Company.

Peter Leatherman, The Morris Leatherman Company, stated that there were a lot of very positive results from this survey, and Little Canada has the benefit of being able to go back and compare to past years results. He explained that they surveyed 400 randomly selected residents across the city, and the average interview time was 24 minutes, but seven percent of the residents who participated talked for over an hour. He feels very good about the samples

Mr. Leatherman reviewed the questions and compared many of the results with the 2011 survey that his company did for Little Canada. He reported that many people talked about life cycle housing needs, thinking about their kids finding housing in the community and then downsizing when they are ready. He stated that the City's service ratings is the highest he has seen for any city in the last 3 years. The city street maintenance had the highest negative rating, but that is typical in every city. He stated that overall the residents feel very good about the community and are willing to invest to continue to make this a good place.

**2018-2020 RAMSEY
COUNTY GIS USER
GROUP JOINT
POWERS
AGREEMENT**

The City Administrator reported that the Ramsey County Geographic Information Systems Users Group has submitted a Joint Powers Agreement to renew the City of Little Canada's participation for 2018-2020. He explained that the annual fee has not yet been established, but are unlikely to

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change significantly from the previous \$984.14 annual cost. He noted that City Staff and the City Engineer utilize this information daily and it is a valuable and essential service.

Montour introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2018-10-197 – APPROVING THE 2018-2020
RAMSEY COUNTY GIS USERS GROUP JOINT POWERS
AGREEMENT***

The foregoing resolution was duly seconded by McGraw.

Ayes (5).

Nays (0). Resolution adopted.

**DECLARE COSTS,
ORDER THE
ASSESSMENT ROLE
& CALL FOR
ASSESSMENT
HEARINGS FOR 2018
IMPROVEMENT
PROJECTS**

The City Clerk stated that the street projects are almost complete and staff is recommending that the Council declare costs, order the assessment roles and call for the assessment hearings. She noted that the three project area assessment hearings will be held on Monday, October 29, 2018 starting at 6:00 p.m.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION 2018-10-198 – APPROVING RESOLUTIONS
DECLARING COSTS TO BE ASSESSED AND ORDERING THE
PREPARATION OF PROPOSED ASSESSMENTS FOR
IMPROVEMENT NO. 2018-01, IMPROVEMENT NO. 2018-02 AND
IMPROVEMENT NO. 2018-03***

The foregoing resolution was duly seconded by Fischer.

Aye (5).

Nays (0). Resolution declared adopted.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION 2018-10-199 – APPROVING A RESOLUTION FOR A
HEARING ON PROPOSED ASSESSMENTS FOR JACKSON STREET,
OLD COUNTY ROAD C, AND LAKE SHORE AVENUE,
IMPROVEMENT NO. 2018-01 ON OCTOBER 29, 2018 AT 6:00PM.***

The foregoing resolution was duly seconded by Montour.

Aye (5).

Nays (0). Resolution declared adopted.

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Keis introduced the following resolution and moved its adoption:

RESOLUTION 2018-10-200 – APPROVING A RESOLUTION FOR A HEARING ON PROPOSED ASSESSMENTS FOR PARK VIEW COURT, IMPROVEMENT NO. 2018-02 ON OCTOBER 29, 2018 AT 6:30PM

The foregoing resolution was duly seconded by McGraw.
Aye (5).
Nays (0). Resolution declared adopted.

Keis introduced the following resolution and moved its adoption:

RESOLUTION 2018-10-201 – APPROVING A RESOLUTION FOR A HEARING ON A PROPOSED ASSESSMENT FOR CONDIT STREET AND BURKE LANE, IMPROVEMENT NO. 2018-03 ON OCTOBER 29, 2018 AT 7:00PM.

The foregoing resolution was duly seconded by Torkelson.
Aye (5).
Nays (0). Resolution declared adopted.

**ORDINANCE 831,
AMENDING CITY
CODE CHAPTER 204
TO INCREASE
ELECTED OFFICIALS
SALARIES**

The City Clerk reported that at the last meeting, the Council discussed increasing the elected official salaries and opted to move forward with an annual increase of \$200 for the Mayor and \$150 for Council Members. She stated that Ordinance 831 has been drafted amending City Code Chapter 204.010 Salaries to reflect the increases, and noted that the Council must adopt any salary changes before the November 6 General Election.

Montour introduced the following resolution and moved its adoption:

RESOLUTION NO. 2018-10-202 –ADOPTING ORDINANCE 831, AMENDING CITY CODE CHAPTER 204 TO INCREASE ELECTED OFFICIALS SALARIES BY \$200 PER YEAR FOR THE MAYOR AND \$150 PER YEAR FOR COUNCIL MEMBERS

The foregoing resolution was duly seconded by McGraw.
Ayes (5).
Nays (0). Resolution adopted.

**APPROVE FINAL
PAYMENT TO THE
MORRIS
LEATHERMAN
COMPANY FOR 2018
COMMUNITY
SURVEY**

The City Clerk explained that the community survey is now complete and the final payment is due. She stated that Staff recommends the Council approve the final payment of \$10,000 for the community survey.

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McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2018-10-203 –APPROVE FINAL PAYMENT OF \$10,000 TO THE MORRIS LEATHERMAN COMPANY FOR THE 2018 COMMUNITY SURVEY

The foregoing resolution was duly seconded by Torkelson.

Ayes (5).

Nays (0). Resolution adopted.

**2018 ELECTIONS
UPDATE**

The City Clerk stated that absentee voting for the November 6 General Election opened on September 21. She explained that Little Canada residents can absentee vote by putting their ballot in an envelope at City Hall through November 5, but Early Voting will not be available at City Hall. She explained that Early Voting is when the voter puts their ballot into the scanner, and it will be run by Ramsey County. She stated there will be a location in Little Canada at 5 South Owasso Boulevard. She stated that Early Voting is only available from October 30 through November 5.

ADJOURN There being no further business, the meeting was adjourned at 9:00 p.m.

John T. Keis, Mayor

Attest: _____
Christopher Heineman, City Administrator