

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

JULY 24, 2019

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 24th day of July, 2019 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:

CITY COUNCIL:

Mayor	Mr. John Keis
Council Member	Mr. Tom Fischer
Council Member	Mr. Christian Torkelson
Council Member	Mr. Rick Montour
Council Member	Mr. Mike McGraw

ALSO PRESENT:

Parks & Rec/Comm. Services Mgr.	Ms. Bryce Shearen
Public Works Director	Mr. Bill Dircks
Finance Director	Ms. Brenda Malinowski
City Clerk	Ms. Heidi Heller
Assistant City Engineer	Ms. Cristina Mlejnek
Bolton & Menk	Ms. Madeline Dahlheimer

MINUTES McGraw introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-7-83 – APPROVING THE MINUTES OF
THE JULY 10, 2019 WORKSHOP AND THE JULY 10, 2019
REGULAR MEETINGS AS SUBMITTED***

The foregoing resolution was duly seconded by Fischer.

Ayes (5).

Nays (0). Resolution adopted.

ANNOUNCEMENTS Keis read the Night to Unite 2019 Proclamation and proclaimed Tuesday, August 6 as the 2019 Night to Unite. He encouraged neighborhoods to participate by having block parties or attending one.

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Keis announced that Canadian Days is coming up August 2-4 and there will be a lot of activities, including a 5K Run, bands and pancake breakfast.

**PUBLIC HEARING -
CONDITIONAL USE
PERMIT TO ALLOW
OVER 1,000 SQUARE
FEET OF ACCESSORY
BUILDING AT 3046
LABORE ROAD;
APPLICANT: JASON
OWENS**

The City Clerk explained that Jason Owens is the property owner of 3046 Labore Road and is requesting approval of a Conditional Use Permit (CUP) to allow a total of 1,335 square feet of accessory building space. The Zoning Code allows single family properties to have accessory building space between 1,000 – 1,500 square feet by conditional use. She stated that this property is zoned R-1 single family residential, is 2.78 acres in size and currently has a 735 square foot attached garage, and the applicant is proposing to add a 600 square foot second detached garage in the rear yard. She stated the color and exterior materials will match the house, and the site plan submitted shows the detached garage will have a setback of 11 feet from the side (north) lot line and over 500 feet from the rear lot line so it meets the setback requirements. She stated the applicant plans to use the additional garage space for storage of lawn equipment and household items.

The City Clerk stated that accessory building space cannot be more than ten percent of the rear yard and the proposed total would be approximately 0.5 % of the rear yard. She stated that when a conditional use permit is issued for garage space of more than 1,000 square feet, the parcel is no longer be eligible for a garden shed. The applicant does not have a shed and understands he is forfeiting the ability to add one. The City Clerk stated that staff recommends approval of the conditional use permit for 3046 Labore Road to allow a second garage for a total garage floor area of 1,335 square feet, subject to the conditions that no business activities shall occur within the garage structure, and the parcel shall no longer be eligible for an accessory shed.

McGraw asked if Mr. Owens would ever need a driveway to the rear garage. Mr. Owens, 3046 Labore Road, stated he does not need a driveway.

Keis opened the public hearing. No one from the public spoke.

Upon motion by Keis, seconded by Montour, the public hearing was closed.

Montour introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019-7-84 – APPROVE A CONDITIONAL USE PERMIT TO ALLOW 1,335 SQUARE FEET OF ACCESSORY BUILDING SPACE AT 3046 LABORE ROAD SUBJECT TO THE FOLLOWING CONDITIONS:

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- ***NO BUSINESS ACTIVITIES SHALL OCCUR WITHIN THE GARAGE STRUCTURES***
- ***THE PARCEL SHALL NO LONGER BE ELIGIBLE FOR AN ACCESSORY SHED***
- ***NO DRIVEWAY SHALL BE INSTALLED TO THE REAR GARAGE***

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

**CONSENT
AGENDA**

Montour introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019-7-85 – APPROVING THE CONSENT AGENDA WHICH CONTAINS THE FOLLOWING:

- *APPROVAL OF THE VOUCHERS;***
- *CALL FOR A WORKSHOP ON AUGUST 28, 2019 AT 6:00 P.M. TO DISCUSS THE 2020 CAPITAL IMPROVEMENT PLAN BUDGET***

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

**LITTLE CANADA
ROAD SIDEWALK
PROJECT FINAL
SPECIFICATIONS**

The Public Works Director stated that the paver sidewalk along Little Canada Road between Rice Street and the railroad tracks needs to be repaired. He reported that this project was discussed at the June 24th Council meeting, and the City Engineer was authorized to prepare final plans and specifications, along with alternate bids for a concrete option rather than remove and replace the existing pavers.

Madeline Dahlheimer, landscape architect with Bolton & Menk, stated that the goal with the improvements is to keep the same theme and possibly expand on the planting space. She reviewed the three options. She explained that the first option is to remove the existing pavers, level the base, and replace the bricks. She stated a second option is to completely remove the pavers and replace with standard and stamped and colored concrete that would mimic the look of the current pavers. She reviewed a third option which has a mix of pavers and concrete. She explained that an option would be to expand on the planting areas in the boulevard area space. She stated this would reduce the impervious area, and the larger space would allow the planting to grow better and soften the look of the corridor.

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Torkelson asked about the longevity of each option. Dahlheimer stated that if the pavers settle unevenly, those few can be lifted, fixed, and replaced, but if the colored concrete has an issue, the whole section must be removed and replaced and it is difficult to match the color. McGraw stated he is interested in the expanded planting area and asked how much work the maintenance would be and how would plowing work. The Public Works Director stated that there is an irrigation system in this area now but it needs to be repaired, and he does not feel it is worth fixing since the Daylilies and trees have not needed any attention, and they would put in similar plants. He noted the first year after planting could be handled by hand watering, and plowing would be no different than it is currently. Dahlheimer stated the planting boxes would be level with the pavement.

Keis stated that he is in favor of expanding on the planting areas since it is a nicer look. The Public Works Director stated that tonight he is looking for direction on if the Council wants to expand the planting areas and if concrete should be included in the project bid plans.

Dahlheimer stated that this would also be a time to look at the amenities on the corridor such as benches, but these items could be decided on when the final plans are reviewed. The Public Works Director stated the Council had looked at adding power to the area for Christmas decorations when the sidewalk was first installed, but it was decided that the cost was too high. He will look for the staff report that gives details on this.

There was Council consensus to direct staff and city engineer to solicit bids for all three options and expand the planting boxes. There was Council preference for Alternative 3 with standard concrete mixed with the pavers.

**CALL 2001A
BONDS FOR TIF
DISTRICT 3-2**

The Finance Director explained that staff is working through the final close out of TIF District 3-2 which was decertified on September 27, 2017. She stated that the City's municipal advisor and bond attorney are recommending the City call the 2001A bond that the City owns since there are adequate funds available in TIF 3-2 to retire these bonds. She noted that since there were sufficient revenues available in 2018, the 2018 bond interest payment will need to be paid back to TIF 3-2 in the amount of \$86,385, and recommends the funds come from the General Capital Improvements Fund 400.

Montour introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019-7-86 – ADOPT RESOLUTION FOR THE REDEMPTION OF THE 2001A BONDS

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

**WATER & SEWER
COST OF SERVICE
STUDY**

The Finance Director stated that staff has been discussing the possibility of a rate study for the water and sewer utilities by a consultant. She noted that in the past, the rate analysis has been done by staff, but the proposed study would allow for a more in-depth analysis of the utilities in order to provide adequate revenues to fund current operations, identify water and sewer capital projects for the next 10 years and provide adequate revenues to fund these capital projects. She reported that proposals were received from Bolton & Menk and Ehlers, and staff is recommending that Bolton & Menk complete the study. She noted that the Bolton & Menk proposal is \$1,000 less and as the new city engineer, it gives them the opportunity to review our future infrastructure needs. She stated that the funds for this study would be split equally between the water and sewer utility funds since there are budget savings in these funds.

McGraw introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-7-87 – APPROVE THE WATER & SEWER
COST OF SERVICE STUDY BY BOLTON & MENK***

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

**ABATEMENT AT 3030
CENTERVILLE ROAD**

The City Clerk reported that staff had noticed the long grass at 3030 Centerville Road and mailed a letter to the bank that owns the property on July 9. She explained that staff inspected the property on July 23 and the grass had not been mowed, so a second letter was mailed to the bank, the building was posted, and also an email sent to the realtor listed on the sign in the yard.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-7-88 – AUTHORIZE THE ABATEMENT AT
3030 CENTERVILLE ROAD ON MONDAY, JULY 29, 2019***

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

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**EMERGENCY
STORM SEWER
REPAIR ON
COUNTY ROAD B2**

The Public Works Director reported that there is a storm sewer pipe on County Road B2 that picks up flow from a small area around two of Abbott's properties. He explained that at some point in the last year, that pipe detached from the catch basin and the slope has been washed out. The pipe drops approximately 40 feet from the road down to a pond south of the road. The Public Works Director stated that the concern is the integrity of the road due to the amount that is being washed out. He reported that he had been planning for this repair and gotten some bids, but none of the contractors would be able to get to this job until fall at the earliest. He explained that St. Paul Utilities, one of the contractors who bid, called the city engineer today and said they had to leave a job unexpectedly and so they could do this repair job starting on Monday, July 29. He reported that they have offered to do the work for \$73,000. He stated it is staff's recommendation that the work be done as soon as possible to protect the street. He explained that if more water flows through the pipe and erodes the slope, it could work back towards the street and undermine the curb and roadway.

The Public Works Director stated that this repair work will be paid from the infrastructure improvement fund. He noted that there is no easement over this pipe on Abbott's property, but they have been very accommodating to date on projects like this on their property, and he will contact them to ask permission to complete this repair.

Keis introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019-7-89 – APPROVE THE STORM SEWER REPAIR ON COUNTY ROAD B2, AND AWARD BID TO ST. PAUL UTILITIES AT A COST UP TO \$73,000

The foregoing resolution was duly seconded by Fischer.

Ayes (5).

Nays (0). Resolution adopted.

ADJOURN There being no further business, the meeting was adjourned at 8:40 p.m.

John T. Keis, Mayor

Attest: _____
Christopher Heineman, City Administrator