

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
April 6, 2015**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on April 6, 2015.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Johnson, Quigley, Springhorn and Wicksrom.

APPROVAL OF AGENDA

MOTION: by Councilmember Johnson, seconded by Councilmember Wickstrom to approve the April 6, 2015 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

Mr. Todd Sharkey, 4965 Hanson Road, stated that he has reapplied for a subdivision of his property. He was notified by staff that he would have to apply for a variance for the subdivided parcel that would front a non-public street. He would like to appeal City Manager Schwerm's decision in this regard. The notice also referenced a need for a Certificate of Survey. There are Certificates of Survey from 1960, 1978 and 2005 on file. It is an undue hardship for him to have to pay for another survey. He asked how the City intends to proceed.

Mayor Martin stated that the Council does not respond to such requests during Council meetings.

City Attorney Joe Kelly agreed the Council meeting is not the venue to discuss this issue. Appeal steps will be explained by staff. An appeal form was sent to Mr. Sharkey earlier that day.

COUNCIL COMMENTS

Councilmember Springhorn:

The Shoreview Historical Society will honor the Heritage Family of the Year at Incarnation Church, on April 26, 2015, from 3:00 to 5:00 p.m. This year the Heritage Family of the Year is the Nord family.

Councilmember Wickstrom:

Noted that the Ramsey County waste site has expanded hours, Monday, Wednesday, Friday from 11:00 a.m. to 7:00 p.m.; Saturday from 9:00 a.m. to 5:00 p.m. and Sunday from 11:00 a.m. to 5:00 p.m. Organic waste will be accepted at the site on Sherwood Road. Detailed information is available on the County's website at www.co.ramsey.mn.us.

On Wednesday, April 15, 2015, the Environmental Quality Committee will present the final 2015 Environmental Speaker Series. The topic is *What You Can Do for Pollinators*. The program begins at 7:00 p.m. and is held in the Shoreview City Council Chambers.

Green Community Award applications are available on the City's website. The award has expanded to include not only landscaping techniques but any energy efficient measure, such as solar panels. The deadline for applications is May 31, 2015.

The Shoreview Northern Lights Variety Band will present its Spring Concert on *Movies, Musicals and Masterpieces*, at Benson Great Hall, Bethel University, April 18, 2015, at 7:00 p.m. Tickets are available at City Hall or online. Tickets may also be purchased at the door.

The Shoreview Einhausen Sister City Organization will hold its Annual Dinner at the Bavarian Gasthaus in Stillwater. Information is available on their website at sesca.org.

Garbage containers should be kept in the garage or screened from the street. She encouraged people to be aware of the ordinance and properly take care of their garbage bins.

Councilmember Johnson:

City parks, including off leash dog areas, are open except for Bucher and Wilson, which are still soft and not cleared for play.

Mayor Martin:

Announced that her Tuesday office hours this summer will not be held at City Hall. She will meet residents at a park to walk on a trail. The first Mayor Walk and Talk will be held Tuesday, May 6, 2015. She will be at the parking lot at the Community Center to walk the trail at Snail Lake Regional Park.

CONSENT AGENDA

Item No. 1, March 9, 2015 City Council Workshop Minutes, was pulled for separate consideration, as Councilmember Johnson did not attend that meeting.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to adopt the Consent Agenda for April 6, 2015, and all relevant resolutions for item Nos. 2 through 12:

2. March 16, 2015 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
 - Public Safety Committee, January 12, 2015
 - Snail Lake Improvement District, February 2, 2015
 - Economic Development Commission, February 17, 2015
 - Planning Commission, February 24, 2015
 - Human Rights Commission, February 25, 2015
 - Economic Development Authority, March 2, 2015
 - Snail Lake Improvement District, March 3, 2015
 - Economic Development Commission, March 17, 2015
 - Environmental Quality Committee, March 23, 2015
 - Planning Commission, March 24, 2015
 - Human Rights Commission, March 25, 2015
 - Bikeways and Trails Committee, April 2, 2015
4. Verified Claims in the Amount of \$1,290,913.80
5. Purchases
6. License Applications
7. Developer Escrow Reduction
8. No Parking Resolution - Lexington Avenue and County Road F
9. Approval of Supplemental Water Patrol Agreement
10. Approval of Quote for Upper Level Community Center Doors
11. Resolution of Support for Minnesota Job Creation Fund Application
12. Site and Building Plan Review-Oak Hill Montessori School, 4665 Hodgson Road

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to approve the March 9, 2015 City Council Workshop Meeting Minutes as presented.

ROLL CALL: Ayes - 4 Nays - 0 Abstain - 1 (Johnson)

PUBLIC HEARING

TURTLE LANE AREA AND SCHIFSKY ROAD RECONSTRUCTION, CP 15-01

Presentation by City Engineer Tom Wesolowski

The Feasibility Study for this project was received by the Council on February 17, 2015. The Feasibility Study provided information on: 1) existing condition of Turtle Lane and Schifsky Road; 2) proposed improvements; 3) estimated project cost; 4) funding sources and proposed assessments; and 5) conclusions and recommendations.

Both roadways are rural sections of asphalt that are in poor condition with no curb and gutter. Water main and sanitary sewer serves all properties. The Turtle Lane water main is cast iron and was installed in the early 1960s. The clay sanitary sewer pipes are in poor condition on Schifsky Road but in good condition on Turtle Lane.

The storm sewer for the Turtle Lane neighborhood is an underground infiltration piping system at the north end that was installed in 2008. It overflows to Turtle Lake. At the south end, drainage flows to a collection system on Lexington, which discharges into Marsden Lake. The storm sewer system for Schifsky Road is a small collection pond at a low point on the east end that overflows to a larger pond that discharges to Turtle Lake. The pond was constructed in the 1980s and does not meet standards for volume control.

Proposed improvements to both Turtle Lane and Schifsky Road include removal of the existing road and installation of new road sections. Turtle Lane would be a 29-foot wide asphalt roadway with surmountable curb and gutter. Schifsky Road would be a 24-foot wide asphalt roadway from face to face of curb and a barrier style curb and gutter.

The cast iron water main on Turtle Lane would be replaced, including services within the right-of-way. Limited sections of the sanitary sewer would be replaced. Catch basins and underground infiltration chambers will be used for storm water management. Additional catch basins at the north end will be connected to existing chambers with any overflow going to Turtle Lake. At the south end, catch basins will be connected to new infiltration chambers with overflow to Lexington Avenue.

All of the sewer main would be replaced on Schifsky Road. Schifsky Road is within the City's Wellhead Protection Area. The Minnesota Department of Health does not recommend infiltration within a certain distance of a municipal well. Therefore, catch basins will be used to filter water before it flows to the larger pond.

Street lights are owned by Xcel and attached to power lines. The proposal includes replacement using aluminum poles, LED cobra-head fixtures and underground power.

Two informational meetings were held for both Schifsky Road and Turtle Lane residents. The meetings were well attended, and the reaction to the proposed improvements is positive. The main concern was tree removal. No trees will be removed for the street construction, however, some trees may need to be removed for utility work. In those instances, trees will be replaced according to Shoreview Code.

Estimated costs for the total project are:

Street	\$853,500
Water Main	\$342,500
Sanitary Sewer	\$234,300
Storm Sewer	\$452,700
Street Lights	<u>\$ 85,000</u>

TOTAL: \$1,968,000

Total assessments are estimated to be \$152,880, which is 8% of the total estimated project cost. Assessments break down as follows:

Turtle Lane:

Street	\$1,543 per unit
Storm sewer	\$1,120 maximum per unit
Total	\$2,663 per unit with 10-year payback

Schifsky Road:

Street	\$1,543 per unit
Storm Sewer	None because there was a previous storm water assessment

Financing for the project is proposed as follows:

Street Renewal Fund	\$750,120
Water Fund	\$342,500
Sanitary Sewer Fund	\$234,300
Surface Water Fund	\$403,200
Street Light Utility Fund	\$ 85,000
Assessments	\$152,800

Proposed Project Schedule:

Approve plans and specifications	April 20, 2015
Bid Opening	May 14, 2015
Council Award Contract	May 18, 2015
Construction Start	June 2015
Construction Complete	October 2015
Assessment Hearing	October 2016

City Attorney Joe Kelly stated that he has reviewed the affidavits and proper notice for the public hearing has been given.

Mayor Martin opened the public hearing.

Ms. Gloria Demeireles, 625 Schifsky Road, stated that she has attended both information meetings. It is a good project. Her question is whether both projects will be done concurrently or if one neighborhood will be done first and then the other.

Mr. Virgil Sauve, 4940 Turtle Lane East, stated that the neighborhood had a petition last fall requesting the surmountable style curb. He expressed appreciation to City Engineer Wesolowski for listening to the concerns on the petition.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 7:27 p.m.

VOTE: Ayes - 5 Nays - 0

Public Works Director Mark Maloney stated that the project will be bid as one project. The contractor will likely be going back and forth between the two jobs with work being done in both areas throughout the length of the project. Construction update newsletters will be sent out regularly to residents. Contact information for City staff 24 hours a day will be made available.

Mayor Martin noted that although the total cost is nearly \$2 million, only 8% is financed with assessments, which is a unique policy of Shoreview. This project will improve home values and quality of life in these neighborhoods.

MOTION: by Councilmember Johnson, seconded by Councilmember Wickstrom to adopt Resolution No. 15-23 directing the preparation of plans and specifications and ordering the improvements for the Turtle Lane Neighborhood & Schifsky Road Reconstruction, City Project 15-01.

ROLL CALL: Ayes: Johnson, Quigley, Springhorn, Wickstrom, Martin
Nays: None

GENERAL BUSINESS

AWARD OF BID - LEXINGTON AVENUE/COUNTY ROAD F WATERMAIN, CP 15-06

Presentation by City Engineer Tom Wesolowski

The existing pipe is cast iron with a history of breaks. Ramsey County plans reconstruction of Lexington Avenue and County Road F in 2015. Road construction adjacent to the existing pipe will increase risks of failure. This project would replace approximately 2600 feet of water main.

Plans and specifications were approved by the Council on March 2, 2015. Bids for the project were opened April 2, 2015. The bid included two alternates to use a bursting method of installation: Alternate No. 1 with pipe bursting with HDPE pipe; and Alternate No. 2 with pipe bursting with PVC pipe. This bursting method causes less surface destruction during installation.

Four bids were received. The low bidder is C. W. Houle, Inc., who is also the low bidder for both alternatives. However, the alternative bid was 15% higher than the Engineer's Estimate. Upon further review, it was determined that the bid is competitive and accurately reflects construction costs.

The total estimated cost is \$420,000, which includes an allowance for engineering, administration and contingency costs. The project would be financed through the Water Fund, which has adequate funds. Staff is recommending acceptance of the base bid and Alternate No. 1 from C. W. Houle, Inc. for the Lexington Avenue/County Road F water main replacement in the amount of \$363,071.00.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to adopt Resolution No. 15-22, which accepts the base bid and alternate #1 from C. W. Houle, Inc., for the Lexington Avenue/County Road F Water Main Replacement, City Project 15-06 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$363,071.00.

ROLL CALL: Ayes: Quigley, Springhorn, Wickstrom, Johnson, Martin
Nays: None

SITE AND BUILDING PLAN REVIEW - WATER TREATMENT PLANT, 881 HIGHWAY 96

Presentation by City Planner Kathleen Castle

The proposed water treatment plant is to address increasing levels of iron and manganese in the City's water supply and to comply with the Environmental Protection Agency (EPA) standards. The property is zoned R1, Detached Residential and is within the Shoreland District of Lake Martha. Quasi-public uses are allowed in the R1 District with an approved site and building plan review and if there is no conflict with adjoining property uses. Surrounding land uses include Institutional, High Density Senior Residential, Industrial and Recreation Open Space. The property is also located in Policy Development Area (PDA) #7 for the Shoreview Commons. Immediately to the west is PDA #6, which anticipates a number of mixed uses. Staff has determined that the proposal does not conflict with planned land uses.

Access to the site is off Victoria and will be reconstructed and repaved. A small 4-space parking area will be located north of the building. All existing fencing will be replaced. The exterior of the building uses materials consistent with the theme for the Shoreview Commons area. The building height is 37 feet measured to midpoint of roof. The height is 40 feet measured at the peak.

The Grading, Drainage and Stormwater Management Plan shows that the northern part of the property will not be disturbed. A Rice Creek Watershed District permit is required. A bio-filtration basin will be constructed and used for runoff from the parking and driveway areas. There are drainage swales on the east and south. Impervious surface coverage on the site will be reduced from 48.6% to 45.7%.

A variance was approved by the Planning Commission at the March 24, 2015 meeting for the building height to exceed the height standard of 35 feet and allow a height of 37 feet. The Planning Commission recommended approval to the Council on a 6 to 0 vote.

Property owners within 350 feet were notified of the proposal. No comments were received. The Lake Johanna Fire Department will require the building to be sprinklered.

Staff recommends approval based on the fact that the plan is in accordance with the Comprehensive Plan and Development Code; and use of the property is consistent with designated land uses and Code requirements except for building height.

Councilmember Wickstrom noted the driveway will be in front of the ice arena. She asked if the driveway access should be from the Maintenance Center property with a fence so the access is not public and provides more security. Mr. Maloney responded that the water treatment plant design considerations include bulk water sales. Part of the City's vulnerability as a water utility is to reduce incidents of opening hydrants for water. Therefore, the City is centralizing a location where water can be legitimately purchased by people like landscaping contractors, or those with tanks not hooked up to the City system. This will be a drive-up facility for dispensing water. Access from the Maintenance Center would be problematic because public traffic to the water treatment plant would be mixed in with internal Maintenance Center traffic and create conflict. He is confident that there is a comprehensive security system that will keep track of all traffic approaching the building. The access off Victoria is actually City property, although it serves as a joint access to City property and the ice arena.

MOTION: by Councilmember Johnson, seconded by Councilmember Quigley to approve the Site and Building Plan review application for the municipal water treatment plant at 881 Highway 96, subject to the following:

1. The property shall be developed in accordance with the plans submitted as part of this application. Minor changes to the plan may be allowed provided approval is received from the City Planner. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission and the City Council.
2. The project is subject to the permitting requirements of the Rice Creek Watershed District (RCWD), and a copy of the RCWD permit shall be submitted to the City prior to issuance of a building permit for the project.
3. Erosion and Sediment Control BMPs shall be installed prior to any site disturbance, and maintained during construction in accordance with City regulations.
4. The items identified in the email from the Fire Marshal must be addressed with the Building Permit submittal.
5. The applicant shall address the comments from the City Engineer prior to the issuance of a building permit.
6. No site access from Highway 96 is permitted.
7. All work within the Highway 96 right-of-way is subject to the permitting authority of Ramsey County.
8. Tree removal requires replacement trees per City Code. A tree replacement and landscape plan shall be submitted and approved by the City Planner prior to issuance of a building permit.
9. This approval shall expire after one year if a building permit has not been issued and work has not begun on the project.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Institutional land use in the Comprehensive Plan.
2. The proposed development complies with the standards, with the exception of building height, City's Development Code.

3. The proposed improvements will not conflict with or impede the planned use of adjoining property.
4. Resolution 15-18 states the findings of fact for the building height variance.

Discussion:

Mayor Martin asked about the schedule for bidding the project. City Manager Schwerm responded that authorization to bid the project will be requested at the next Council meeting. Bids will be taken through April and May. A bid award is anticipated at the second Council meeting in May or the first Council meeting in June.

ROLL CALL: Ayes: Springhorn, Wickstrom, Johnson, Quigley, Martin
 Nays: None

ADJOURNMENT

MOTION: by Councilmember Springhorn, seconded by Councilmember Quigley to adjourn the meeting at 7:47 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE 20th DAY OF APRIL 2015.

Terry Schwerm
City Manager