

**CITY OF FARMINGTON  
CITY COUNCIL MINUTES  
REGULAR MEETING  
APRIL 3, 2017**

**1. Call to Order**

Mayor Larson called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

Mayor Larson led those in attendance in the Pledge of Allegiance.

**3. Roll Call**

Present-Larson, Craig, Bartholomay and Donnelly

Absent-None

Staff Present-Administrator McKnight, Finance Director Hanson, Community Development Director Kienberger, Public Works Director Gehler, Parks and Recreation Director Distad, Planning Manager Wippler, Human Resources Director Wendlandt and Attorney Jamnik.

**4. Agenda**

Motion by Bartholomay, second by Donnelly, to approve the agenda as presented. APIF, motion carried.

**5. Announcements/Commendations**

- a) Mayor Larson proclaimed April 22, 2017 as Earth Day in Farmington.
- b) Mayor Larson proclaimed April 28, 2017 as Arbor Day in Farmington.
- c) Administrator McKnight shared with the city council that the Fire Relief Association has donated \$30,000 to the Farmington Fire Department. These dollars will be used for future equipment purchases and to supplement special projects. Over the past four years these donations have totaled over \$150,000.

Motion by Bartholomay, second by Craig, to adopt resolution R19-2017 accepting the donation of \$30,000 from the Farmington Fire Relief Association. APIF, motion carried.

**6. Citizen Comments**

None

## **7. Consent Agenda**

Motion by Craig, second by Donnelly, to approve the consent agenda:

- a) Approve Minutes of the March 20, 2017 City Council Meeting-Administration
  - b) Approve Minutes of the March 20, 2017 City Council Work Session-Administration
  - c) Approve Janitorial Cleaning Services Agreement-Parks
  - d) Approve Agreement with Marschall Lines, Inc. to Provide Bus Service for 2017 Swim Bus Program-parks
  - e) Adopt Resolution R20-2017 Accepting Swim Bus Program Donations from Marschall Lines, Inc.-Parks
  - f) Adopt Resolution R21-2017 Accepting Donation to the Rambling River Center-Parks
  - g) Adopt Resolution R22-2017 Accepting Donation to the Rambling River Center-Parks
  - h) Adopt Resolution R23-2017 Appointing a Well Head Protection Manager-Engineering
  - i) Approve LED Lighting Phase II Project-Engineering
  - j) PULLED
  - k) Adopt Resolution R24-2017 Approving Gambling Permit for St. Michael's Church-Community Development
  - l) Approve Temporary On-Sale Liquor License for St. Michael's Church-Community Development
  - m) Approve Purchase of Vehicle for Fleet Services-Municipal Services
  - n) Approve Purchase of Vehicle and Compartment Body for Buildings-Municipal Services
  - o) Adopt Resolution R25-2017 Declaring Surplus Property-Municipal Services
  - p) Appointment Recommendation Information Technology-Human Resources
  - q) PULLED
  - r) Approve Seasonal Hiring-Human Resources
  - s) Adopt Resolution R26-2017 Declaring Surplus Property-Fire
  - t) Adopt Resolution R27-2017 Declaring Surplus Property-Fire
  - u) Approve 2016 Interfund Transfers-Finance
  - v) Approve Bills-Finance
- APIF, motion carried.

Councilmember Craig pulled item 7J- Adopt Ordinance 2017-724 Amending the City Code as it Relates to the Elimination of the Heritage Preservation Commission-Community Development for continued discussion at a future meeting.

Human Resources Director Wendlandt pulled item 7Q- Appointment Recommendation Liquor Operations-Human Resources.

## **8. Public Hearings**

None

## **9. Award of Contract**

**a) 2040 Comprehensive Plan Contract**

Planning Manager Wippler stated that every ten years each city in the seven county metro area must update their comprehensive plan. This plan establishes a vision for the community, serves as a compass or resource guide for the development of the community and reflects regional policies and important goals and objectives.

A request for proposal was issued at the end of January and the city received three qualified and competitive proposals. A review group consisting of city staff was assembled to rank and ultimately recommend a firm to assist the city in updating the comprehensive plan.

City staff is recommending that a contract be approved with Hoisington Kogler Group, Inc. for this work.

Councilmember Donnelly asked what stood out about this firm. Wippler responded their staff knowledge and their public engagement process.

Councilmember Bartholomay asked where this bid came in compared to the other bids received. Wippler responded in the middle of the three.

Mayor Larson stated he was comfortable with the familiarity of the Hoisington group with the city.

Motion by Bartholomay, second by Craig, to approve a contract with Hoisington Kogler Group, Inc. in the amount of \$54,000 to assist in the preparation of the city's 2040 comprehensive plan. The funding for this project will come from a local planning assistance grant (\$32,000), the community development/planning budget (\$18,500) and the economic development authority budget (\$3,500). APIF, motion carried.

**10. Petitions, Requests and Communications**

**a) Vermillion River Streambank Stabilization and Habitat Restoration Project in Rambling River Park**

Parks and Recreation Director Distad informed the city council that the city partnered with the Vermillion River Watershed Joint Powers Organization to apply for a Metro Conservation Partners Legacy Grant for the Vermillion River Streambank Stabilization and Trout Improvement Project within Rambling River Park. The grant application was driven primarily by the need to address erosion that has been occurring along the Vermillion River bank causing the channel to move closer to the existing trails in the park.

The project was grant funded and planning for the project is well underway. The work that will be performed this summer will accomplish many goals but will also cause the trail to be closed in the park sometime between July and August.

The city is responsible for the cost of reconstructing the trail as a part of the project. The estimated cost of this work is \$29,388. These funds will come from the unanticipated revenue that was received in the general fund budget in 2016.

Mayor Larson asked city staff to emphasize this project and the closing of the trail on city social media accounts and to send a notice to the sportsmen's clubs who fish the river.

## **11. Unfinished Business**

None

## **12. New Business**

### **a) Emerald Ash Borer Management Plan**

Public Works Director Gehler presented the Emerald Ash Borer (EAB) Management Plan for city council consideration. The city council has been discussing this issue over the past year including most recently at the March 13, 2017 city council work session. City staff reviewed the history, potential impacts and current status of EAB.

Gehler discussed removal and treatment options, a homeowners program and costs associated with EAB. The 2017 budget includes \$10,000 to begin treatment on good quality trees. Further discussion and planning will be necessary during the budget development process to continue funding EAB treatment and removal.

Councilmember Bartholomay asked about opportunities to work with other cities. Gehler shared that at this point there is not as much cost savings on treatment programs working with other cities but we would continue to monitor these opportunities.

Councilmember Craig asked how the city would advertise this issue. Gehler stated that vendors will share their knowledge with potential customers.

Motion by Bartholomay, second by Donnelly, to adopt the Emerald Ash Borer Management Plan. The plan includes education and outreach in 2017, removal of poor quality ash trees starting winter 2017-2018, treatment of good and fair quality trees over 15 inches DBH and a homeowner treatment program. APIF, motion carried.

### **b) Approve Street and Trail Maintenance Services Being Done Under the South Metro Joint Powers Agreement**

Public Works Director Gehler shared with the city council the bids recently received by the City of Burnsville for the South Metro Cities Joint Powers Agreement for Street Maintenance Services (South Metro JPA) for 2017. The proposed maintenance services include seal coating streets, crack sealing streets and fog sealing trails.

Seal coating prices increased this year by 2.8% (\$1.07 to \$1.10 per square yard) likely due to increased oil prices. Crack sealing decreased by 11.6% (\$0.43 to \$0.38 per lineal foot) likely due to contractor's motivation to win the contract. The cost of seal coating, crack sealing and the administrative fee will be paid for using money from the city maintenance fund for seal coating. Since 2012 the city has been budgeting \$350,000 per year for this purpose. This fund is reviewed in seven year increments and appears to be solid financial position for the period that ends after 2018.

Prices for bituminous fog sealing of trails increased 1.1% (\$0.03 more per gallon) likely due to increased oil prices. The cost for fog sealing and the administrative fee will be paid for using money from the city's trail maintenance fund. City staff will also perform crack sealing on trails.

Councilmember Bartholomay thanked staff for their work on this issue.

Mayor Larson asked when this work would start. Gehler stated that it all depends on contracts and approvals by all the cities.

Motion by Bartholomay, second by Craig, to approve street and trail maintenance services being done under the South Metro Joint Powers Agreement contracts for 2017. APIF, motion carried.

### **13. City Council Roundtable**

Donnelly-Reminded residents the deadline to apply for the vacant city council seat is tomorrow.

Bartholomay-Welcome our newest IT employee.

McKnight-Shared with the city council that spring fire hydrant flushing will begin on Monday, April 10, 2017 and will take approximately two weeks to complete.

Larson-Reminded residents of a wine tasting at Celts on April 6, 2017, shared that the liquor stores are accepting donations for the police K9 program and encouraged residents to shop local.

### **Adjourn**

Motion by Bartholomay, second by Donnelly, to adjourn the meeting at 7:35 p.m. APIF, motion carried.

Respectfully Submitted

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David McKnight, City Administrator