

Nowthen City Council
April 14, 2022
Regular Meeting Minutes

1. CALL TO ORDER

Mayor Pilon called the meeting to order at 7:00 pm
All present recited the Pledge of Allegiance

Present: Council Member Alders, Blake, Greenberg
Councilmember Rainville – excused absence
Also in attendance: Interim City Administrator Boyles, Interim Deputy Clerk,
Natalie Johnson, City Planner, Liz Stockman, Lieutenant Bill Jacobson, Fire
Chief, Dave Schmidt

APPROVAL OF THE AGENDA

**MOTION BY GREENBERG SECOND BY BLAKE TO APPROVE THE
AGENDA. MOTION CARRIED. 4 AYES**

2. CONSENT AGENDA

Councilmember Blake requested 2l – Approval of Resolution 2022-10 be moved
to #8 – City Council
Councilmember Alders requested 2k – Approval of Resolution 2022-14 be moved
to #8 – City Council

**MOTION BY GREENBERG AND SECOND BY BLAKE TO APPROVE THE
CONSENT AGENDA AS AMENDED. MOTION CARRIED. 4 AYES.**

**3. PUBLIC HEARING: Consider Vacation of twenty-foot Trail Easement from
204th along Potassium Street to its Southerly Temporary Cul-de-sac
Terminus**

Mayor Pilon opened the hearing at 7:07 pm indicating that the city initiated the
vacation action.

Paul and Nancy Dietz of 20431 Potassium Street, live where the easement is.
They spoke their support of the vacation of the trail easement. There is very
little traffic and most of the neighbors are in agreement – there is a petition
included in the Council Packet.

Planner Stockman – displayed the map of existing trail and trail easement. She
also explained the reasons for vacation of the easement with the approval of
Woodhaven Plan. Wetlands make it impossible / difficult to extend the trail. She

indicated that most residents support the vacation. She read email letters with residents to be included in this record.

Jason and Heidi Nielson of 20407 Potassium Street stated the trail was set to go thru their front yard. Everyone in the area has acreage lots, most don't walk on the trails, they ride bikes, atv's. The existing trail needs maintenance, there is a huge pothole. The easement would be a trail to nowhere, it would cross four driveways. Who does this benefit? Certainly not the people that live there.

Eric and Jodi Klaus of 20349 Potassium stated they understood the development would have a bike trail – there is no reason to extend it. It would be a better use of City money to install a “Dead End” sign or “No Outlet” sign. And to install speed limit signs to reduce the speed of traffic. The mayor indicated the Dead-End sign or No Outlet sign is doable, however, the speed limit sign request would need some review of speed requirements. He also indicated that the city tries to put trails new developments for the development residents and try to connect neighborhoods if possible. They are not intended to have others come into the developments. Morton Farm has good walking trails and good parking areas.

Public Hearing was closed at 7:32 pm

MOTION BY COUNCILMEMBER ALDERS, SECOND BY BLAKE TO VACATE THE TWENTY-TWO FOOT EASEMENT FROM 204TH ALONG POTASSIUM STREET TO ITS SOUTHERE TEMPORARY CUL-DE-SAC TERMINUS. MOTION CARRIED. 4 AYES

4. FLOOR ITEMS

NONE

5. SHERIFF'S REPORT

Lieutenant Bill Jacobson stated there were 108 Calls for service in March. 5 to Bar None, 4 alarms, 8 medicals, 4 Animals
The Bar None calls were runaways and resolved without incident.

He summarized three noteworthy calls.

Jacobson stated that the substation would be completed by July, including internet.

6. FIRE DEPARTMENT

FIRST QUARTER REPORT

Chief Schmidt stated the fire department responded to 69 incidents for the 1st Quarter of 2022 with an average response time of 14:27. Of the 69 incidents, 40 calls for service

were medical related and 29 calls for service were fire related. The fire department average 4.2 firefighters attending per call.

The chief commented about the state of equipment, emergency calls and personnel.

a) **Approval of Resolution 2022-16 – Opting to join the statewide volunteer firefighter pension plan**

Mayor Pilon and the city council reviewed various benefit levels and annual funding scenarios together with the implications of each.

MOTION BY COUNCILMEMBER ALDERS, SECOND BY BLAKE TO THE APPROVE RESOLUTION 2022-16 OPTING TO JOIN THE STATEWIDE VOLUNTEER FIREFIGHTER PENSION PLAN SPECIFYING A \$2,500 BENEFIT LEVEL AND A \$7,000 ANNUAL CONTRIBUTION FROM THE CITY. MOTION CARRIED. 4 AYES

7. **PLANNING AND ZONING**

a) **Woodhaven 9 lot Final Plat and Development Agreement.**

Planner Stockman stated that the RCA states the Engineer and Developer addressed all the issues and the applicant is in full agreement. Planning and Zoning recommends the approval of the Final Plat and Development Agreement subject to the conditions listed in the findings of facts.

MOTION BY COUNCILMEMBER ALDERS, SECOND BY BLAKE TO APPROVE WOODHAVEN 9 LOT FINAL PLAT AND DEVELOPMENT AGREEMENT SUBJECT OF THE CONDITIONS LISTED IN THE FINDINGS OF FACT. MOTION CARRIED. 4 AYES.

b) **Bid to Buy/Cash Farms**

1. **Consider conditional use permit for multiple buildings on a single parcel**
2. **Interim use permit for outdoor storage/displace of large items (used vehicle sales)**
3. **Interim use permit to allow deviation from parking lot surfacing requirements**

Planner Stockman said the property is located at 5160 Viking Blvd. Buildings will be updated to Commercial Use. Two separate motions are needed to approve. They will be displaying items up for auction on their online site. Vehicles, Large Equipment and other items. Only the “Nice” items will be near the road for display. Most items will be in the back area or inside the buildings. Much discussion on the impervious parking area and buffering.

MOTION BY COUNCILMEMBER GREENBERG SECOND BY ALDERS TO APPROVE CONDITIONAL USE PERMIT FOR MULTIPLE BUILDINGS ON A SINGLE PARCEL. MOTION CARRIED. 4 AYES.

MOTION MADE BY COUNCILMEMBER GREENBERG, SECOND BY BLAKE TO APPROVE INTERIM USE PERMIT FOR OUTDOOR STORAGE/DISPLAY OF LARGE ITEMS INCLUDING USED VEHICLE DISPLAYS. AN INTERIM USE PERMIT TO DEVIATE FROM PARKING LOT SURFACE REQUIREMENTS, MOVE PARKING TO THE NORTH OF THE BUILDING AND REQUESTING MAINTENANCE OF CLASS 5 PARKING AREAS TO BE FREE OF STANDING WATER AND TIRE MARKS. MOTION CARRIED. 4 AYES.

8. CITY COUNCIL

- a) **Approval of Resolution 2022-17 – Naming a Firm to recruit and select a new City Administrator for the City of Nowthen.**

Mayor Pilon indicated that the hiring committee recommends signing the contract with DDA to assist the city with recruiting and hiring the new Administrator. Some discussion ensued.

MOTION BY COUNCILMEMBER BLAKE, SECOND BY ALDERS TO APPROVE 2022-17 NAMING DDA TO RECRUIT AND HIRE THE NEW CITY ADMINISTRATOR FOR THE CITY OF NOWTHEN. MOTION CARRIED. 4 AYES.

The city council agreed to take the final agenda items in this order: 8c, 8d, 8e, 2k, 2l, and 8b.

- b) **Discuss City Council Priority list of Objectives for Completion by July 1, 2022**

The city council concurred on the following objectives:

1. Hire a new City Administrator.
2. Elections
3. 2023 Budget
4. Day to Day Paint by Numbers for easy transition, not just for financial policies
5. Capital Improvement program and individual projects therein.

- c) **Internet Report**

Mayor Pilon provided the report that Samantha, our contact at the County has resigned. The County has approved a vendor to survey areas that are currently unserved by internet. Wednesday April 20th there is a Zoom meeting with

Comcast to see if they can help service Nowthen. Arvig has brought in internet to the Historic City Hall, City offices and the Fire Department. New voice over internet phones at the city offices are next on their list. The city is asking Arvig to extend from 201st to the lake since Elk River is expected to extend to the east. Arvig is working with the Border to Border grant that needs to be applied for this spring with a decision in the fall.

d) Consider City Council Position on IWIP

Councilmember Greenberg stated he prefers our smaller organization – the Upper Rum River Water Management Organization and recommended we do not join the IWIP.

MOTION BY COUNCILMEMBER GREENBERG, SECONDED BY ALDERS, NOT TO JOIN IWIP AT THIS TIME. MOTION CARRIED. 4 AYES

2k) Approval of Resolution 2022-14 Approving a Voluntary Costing Sharing Agreement for Anoka County Economic Development

Mayor Pilon indicated that the county incurs certain costs in supporting economic development. The cost sharing agreement assures that county cities pay their fair share of this expense.

MOTION BY COUNCILMEMBER ALDERS, SECOND BY BLAKE TO APPROVE RESOLUTION 2022-14 APPROVING THE VOLUNTARY COST SHARING AGREEMENT FOR ANOKA COUNTY ECONOMIC DEVELOPMENT. MOTION CARRIED.

2l) Approval of Resolution 2022-10 Appointing of the 2022 Nowthen Farmers Market Manager and Coordinator, authorizing the Stipend and Approval for Administration and Public Works Support Staff for the Market.

Councilmember Rainville requested a change to the RCA to City Council appointing Pat DeMars, Logistics Coordinator, Jade Warren, Market Coordinator and Darlene King, Market Manager and approving stipends of \$250.00, \$250.00 and \$500.00 for each position for the 2022 Farmers Market. Payment shall be made upon Council approval.

MOTION BY COUNCILMEMBER BLAKE, SECOND BY GREENBERG TO APPOINT PAT DEMARS, LOGISTICS COORDINATOR, JADE WARREN, MARKET COORDINATOR, AND DARLENE KING, MARKET MANAGER AND APPROVING THE STIPENDS OF \$250, \$250, AND \$500 WITH PAYMENT BEING MADE UPON APPROVAL. MOTION CARRIED. 4 AYES.

8b) Approval of Resolution 2022-15 Proposal to Convert Employees from Temporary (Interim) to Regular and Independent Contractor Beginning May 1st, 2022

Interim City Administrator Boyles reported the importance of retaining existing employees to sustain the momentum which has been established. The RCA requests employee status changes just that.

City Council discussed the pros and cons and discussion about a six-month probation period.

MOTION BY COUNCILMEMBER ALDERS, SECOND BY BLAKE TO APPROVE RESOLUTION 2022-15 PROPOSAL TO CONVERT EMPLOYEES FROM TEMPORARY (INTERIM) TO REGULAR AND INDEPENDENT CONTRACTOR BEGINNING MAY 1ST, 2022 WITH A 6 MONTH PROBATIONARY PERIOD.

MOTION TO ADJORN BY COUNCILMEMBER BLAKE, SECOND BY ALDERS TO ADJOURN.

The meeting was adjourned at 9:55 pm