

**Nowthen City Council
July 19, 2022
Regular Meeting Minutes**

1. CALL TO ORDER

Mayor Pilon called the meeting to order at 7:01 pm
All present recited the Pledge of Allegiance

Present: Council Members Blake, Greenberg, and Rainville.

Absent: Council Member Alders.

Also in attendance: Interim City Administrator Boyles, Deputy Clerk Johnson, City Planner Stockman, Lieutenant Jacobson, Fire Chief Schmidt and Future Administrator Lehner

Discussion to remove 2I from the agenda as it was already addressed.

Remove #7a – Contract is not ready for approval.

Add 7f to address Council Member Binders

7c – Correct “twelve gang” to “three gang”

**MOTION BY COUNCIL MEMBER GREENBERG, SECOND BY BLAKE TO APPROVE THE AGENDA AS AMENDED.
MOTION CARRIED. 4 AYES.**

2. CONSENT AGENDA

Discussion: Council would like to receive copies of all independent contractor invoices, specifically, the City Planner, City Engineer, City Attorney, and Interim City Administrator.

MOTION BY COUNCIL MEMBER BLAKE, SECONDED BY GREENBERG TO APPROVE THE CONSENT AGENDA WITH THE UNDERSTANDING COUNCIL WILL RECEIVE INDEPENDENT CONTRACTOR INVOICES. MOTION CARRIED. 4 AYES.

3. FLOOR ITEMS

Engineering Firm representatives for HR Green presented what they could offer the City of Nowthen and would like the council to consider them for future projects.

4. SHERIFF’S REPORT

Lieutenant Jacobson reported 147 calls in June.

Notable calls – 1 call to Bar None with suicidal teen where the deputies were able to safely disarm and get the teen to safe environment to receive the help needed. 1 – Hit and Run accident, the driver was arrested.

The Police/Fire substation is up and running. Deputies are working the longer days in Nowthen and working well with the fire department.

The 2023 contract should be available in the next few weeks. The contract will reflect a full year of the City having a dedicated car for 12 hours each day.

5. FIRE DEPARTMENT

Chief Schmidt reported 27 incidents in the month of June. The average respond time was 12 minutes, 26 seconds with an average of 4.1 fire fighters on the calls.

Most calls will see a Sheriff's Deputy on site possibly before firefighters. Information from Dispatch can get to the fire department as well as Allina Health Ambulances.

The fire department has a wonderful relationship with deputies and the substation is working well.

Chief Schmidt stated he will be on vacation July 25-29, 2022 leaving Assistant Chief Lawrence and Shrag in charge.

Mayor Pilon receive a note from an Allina Paramedic stating that firefighter Ginger Warren and the rest of the Nowthen Fire Department on site where a young patient had walked through hot coals were exceptional. Ginger provided medical care prior to their arrival and provided emotional care for the patient. The Mayor thanked the fire department for the help and care they provide to this community.

6. PLANNING AND ZONING

6a) Consider approval of a home occupation permit for 22280 Iman Street

The residents would like to transfer the Airbourne Arms LLC business from Ramsey to Nowthen. In order to do so, the City of Nowthen needs to approve it before the ATF will approve the license transfer.

ATF will do the background check. The Anoka County Sheriff's Department recommends the approval if ATF approves the change of address. No public meeting is need. The reason they are licensed is be because they are serialized, meaning they keep track of each unique number for the firearms.

MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY GREENBERG TO APPROVE A PERMITTED HOME OCCUPATION FOR 22280 IMAN STREET TO ALLOW AIRBOURNE ARMS, LLC TO OPERATE IN ACCORDING TO THE CONDITIONS AS OUTLINED IN THE ATTACHED FINDINGS OF FACT. MOTIONS CARRIED. 4 AYES.

6b) Consider approval of Resolution 2022-49 approving septic plan for 5160 204TH Ave

The required system for this property is Type 3, meaning extra sand needs to be brought in to create additional filtration. MnSpect has stated to Planner Stockman that after 2 years monitoring, the system should last as long as a type 1 system. If during the 2 years there is standing water, the system would have to be re-designed. MnSpect would be responsible for the monitoring over the course of the two years around the time of May 15th and Oct. 15th.

MOTION BY COUNCIL MEMBER BLAKE SECONDED BY RAINVILLE TO APPROVE THE TYPE 3 SEPTIC DESIGN FOR 5160 204TH AVE WITH CONDITIONS AS OUTLINED IN RESOLUTION 2022-49. MOTION CARRIED. 4 AYES.

6c) Consider approval to the Toft 2nd Addition preliminary plat

This plat lost 1 lot (Lot 7 is a larger lot).

City Engineer states there a couple of outstanding items to be completed. Tonto Street will get a stub and grade with ditches and ROW will still be dedicated. Planner Stockman to check with the City of Oak Grove to see plans for 205th and see if there is a possibility to connect into with trails. It is possible to accept cash for parks and asking for landscaping plan, suggesting a staggered row of trees with a variance.

MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY BLAKE TO APPROVE THE PREMILINARY PLAT FOR TOFT 2ND ADDITION INCLUSIVE OF 7 INDUSTRIAL LOTS AND 7 RESIDENTIAL LOTS, SUBJECT TO THE CONDITIONS AS OUTLINED IN THE ATTACHED FINDING OF FACT. MOTION CARRIED. 4 AYES.

6d) Update on the moratorium

7/26/22 A public hearing is scheduled to consider adoption of an ordinance amendment presented at 8/11/22 City Council Meeting. Planner Stockman has sent all commercial property owners' letters to this effect. No changes are retroactive.

CITY COUNCIL

7b) Consider report regarding hours of operation for the City Recycling Center

At the June, 2022 city council meeting, Mr. Sam Korn requested the recycling center be open additional hours to allow for more residents to use it. Staff looked back at records April – June and recommended the following hours. Wednesday and Friday, 11:00 am – 5:00 pm Tuesday and Thursday 11:00am – 7:00pm to allow daytime working residents a later time to use the facility. Continue Saturday hours as follows: 11:00am – 3:00pm. The recycling attendant has stated he would be available to begin these hours 7/25/22. Discussion to delay this a week so staff can post time changes on website and post on doors of recycling center. Discussion also took place regarding revising Saturday hours to 8:00am – 12:00pm if the recycling attendant concurred.

MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY GREENBERG TO CHANGE THE HOURS OF THE RECYCLING CENTER TO TUESDAY/THURSDAY 11-7, WEDNESDAY/FRIDAY 11-5 WITH SATURDAY 11-2 TO BEGIN AUGUST 2ND, 2022. MOTION CARRIED. 4 AYES.

7c) Consider approval of Resolution 2022-51 authorizing the disposal of one 1998 Toro 580D Three gang production mower through MinnBid

This mower has served the city well and Public Works Supervisor has done well maintaining it throughout the years, which is greatly appreciated by the council. It is recommended to put the mower up for auction with MinnBid with a minimum price of \$5,000.00.

MOTION BY RAINVILLE, SECONDED BY GREENBERG TO ADOPT RESOLUTION 2022-21 AUTHORIZING DISPOSAL OF ONE 1998 580D GROUND MASTER PRODUCTION MOWER THROUGH MINNBID AUCTION WITH A MINIMUM PRICE OF \$5,000. MOTION CARRIED. 4 AYES.

7e) Consider approval of Resolution 2022-53 authorizing the hire of a temporary part-time employee to complete scanning of property files

Council Member Rainville reached out to previous employee Lisa Lorensen to see if she would consider applying for the position. She stated at this time she could volunteer 40 hours to help train a temporary, part-time employee how she had been scanning the property files.

MOTION BY GREENBERG, SECOND BY RAINVILLE TO ADOPT RESOLUTION 2022-53 AUTHORIZING THE HIRE OF A TEMPORARY PART-TIME EMPLOYEE TO COMPLETE SCANNING OF PROPERTY FILES. MOTION CARRIED. 4 AYES.

7f) Council Binders

Council Member Rainville thanked staff for creating the meeting binders and suggested a recycling bin be placed at the historic town hall for recycling paper. Council Members could then keep items they wanted and recycling the rest of the binder, minus the tabs, at the end of the meeting. So noted by present Council Members.

MOTION TO ADJOURN BY COUNCIL MEMBER GREENBERG, SECONDED BY RAINVILLE. MOTION CARRIED. 4 AYES.

Adjourn 9:31pm

NOTE: Planner Stockman will be on vacation July 27th – August 3rd.