

**Nowthen City Council
April 11, 2023
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: Mayor Pilon, Council Members Rainville, Breyen, Fladebo

Absent: Council Member Alders

Also in attendance: Administrator Lehner, Deputy Clerk Johnson, Lieutenant Jacobson, Fire Chief Schmidt

**MOTION BY COUNCIL MEMBER BREYEN, SECONDED BY FLADEBO TO APPROVE THE AGENDA AS PRESENTED.
MOTION CARRIED. 4 AYES.**

2. FLOOR ITEMS

None

3. CONSENT AGENDA

MOTION BY COUNCIL MEMBER BREYEN, SECONDED BY FLADEBO TO ACCEPT THE CONSENT AGENDA AS PRESENTED. MOTION CARRIED. 4 AYES.

4. ENGINEERING DEPARTMENT

None

5. FIRE DEPARTMENT REPORT

For the month of March 2023, the Fire Department responded to 9 incidents (5 less than the previous month) with an average response time of 11 minutes and 37 seconds (50-second increase from February). The average number of firefighters attending calls for service was 4.5. The Fire Department reports \$6,500 dollar loss from fires during the month of March.

On March 14th- The Fire Department was dispatched to a report of a person unresponsive on 8500 block of 225th Ave NW. Firefighters assisted Allina Paramedics on scene and during transport to the hospital.

On March 14th- The Fire Department was dispatched to a report of vehicle fire on the 22800 block of Sugarbush Rd. When the crew arrived, they found a Chevy Tahoe on fire in the driveway. Crews were able to quickly extinguish the fire and the reported dollar loss from this incident is \$6500.00. Also, during this incident, a minor accident occurred involving an ACSO squad and the Nowthen Fire Department Duty Vehicle.

On March 16th- The Fire Department was dispatched to a possible propane leak in a pole shed on the 7100 block of Old Viking Blvd. Crews found dangerously high levels of propane in the 40x80 pole shed. Crews were able to shut down the propane tank and ventilate the building.

REMINDER TO RESIDENTS: Keep snow and debris clear of your gas regulators.

The Fire Department is working grant opportunity through the DNR. Annually the DNR offers grants to Fire Departments with a 50% match from the city being required with a successful grant application.

Grass Fire Season is upon us. All the equipment is ready to go.

Burning permits are now required. They can be issued for 3 days at the Nowthen City Offices. The DNR determines when permits are required, restricted and red flag warnings.

6. SHERIFF'S DEPARTMENT REPORT

Sheriff's Deputies responded to 105 calls for service.

March 2023 calls for service included:

3 to Bar None

3 Alarms

12 Medicals

5 Animal Complaints

Total calls YTD for 2023: 305 Total calls

YTD for 2022: 305

Bar None

On 03/10/2023 at 1:57 PM a deputy received information that a juvenile male at the facility had violated his probation and his probation officer had issued an arrest and detain order. The male was arrested without incident and was booked at the Lino Lakes Regional Juvenile Center.

On 03/12/2023 at 7:13 PM a deputy responded to the facility on a report of a runaway juvenile female. Tracks in the area indicated she was picked up by a vehicle. She was entered as a runaway in NCIC. We are at 7 calls for quarter 1 of 2023. Last year in quarter 1 we had 14.

Noteworthy Calls for Service

On 03/04/2023 at 3:05 PM a deputy responded to a business in the 19700 block of Nowthen Blvd. NW on a report of a female that was under the influence of drugs and was sitting in a customer's vehicle in the parking lot. The deputy arrived, located the vehicle, and spoke to the female. He determined the female was under the influence of controlled substances and had been walking in the area without shoes on. She was transported by Allina to Mercy Hospital for medical care.

On 03/05/2023 at 4:33 PM a deputy initiated a traffic stop on a vehicle after noting multiple equipment violations, including a running board that was nearly falling off the vehicle and an obstructed rear license plate. The driver, an adult male, was found to have a revoked driver's license. In addition, the deputy found the vehicle to be uninsured. The driver was arrested for driving without insurance and had 4 prior convictions for driving without insurance. He was booked at the Anoka County Jail.

On 03/09/2023 at 8:49 PM a deputy responded to the area of St. Francis Blvd. NW and Viking Blvd. NW on a report of a vehicle in the ditch. A passerby reported there was a female attempting to flag down passing vehicles and she appeared "incoherent". The responding deputy located the vehicle and made contact with the driver, an adult female, who reported she was not from the area and got stuck. The deputy observed signs

of impairment and asked the driver how much she had to drink. The driver stated "You know what? If you want to arrest me, go ahead". The driver was ultimately arrested for DWI and later submitted to a breath test, which showed she was nearly double the legal limit to drive. She was booked at the Anoka County Jail on charges of 4th degree DWI.

On 03/13/2023 at 11:05 PM deputies responded to the 9300 block of 187th Ave. NW on a report of a female that had driven her vehicle off the roadway, struck a mailbox, and was trying to leave the scene. Bystanders reported she appeared to be intoxicated. The arriving deputy made contact with the female, but she refused to exit her vehicle. Ramsey PD responded to assist, and the female had to be removed from the vehicle by force. In the process a deputy's body camera was torn from his uniform. The female was ultimately arrested. She was booked on charges of second-degree DWI test refusal, gross misdemeanor refusal to submit to a chemical test, ignition interlock violation, no driver's license in possession, operating a motor vehicle with expired registration, obstructing the legal process, failure to drive with due care, and failure to maintain a single lane.

03/14/2023 at 9:36 PM, ACSO assisted Nowthen FD on a report of a vehicle fire in the 22800 block of Sugarbush Rd. NW. The fire was brought under control by Nowthen FD. There were no injuries.

On 03/28/2023 at 3:18 PM deputies responded to the 18800 block of Jasper St. NW on a report of a male at the address in violation of a trespassing notice. The male left before deputies arrived but was located hiding underneath a large tree after deputies followed fresh footprints in the snow. The male was arrested without incident and was booked at the Anoka County Jail on a trespassing charge.

Reminder: It is motorcycle season. Be aware of them and if you have one drive them safe and sober.

7. PLANNING AND ZONING: NONE

8. ADMINISTRATOR'S UPDATE

- a) First Quarter of 2020 payroll refund coming. The city received a letter stating that the city had overpaid payroll taxes in Jan/Feb/March of 2020. We have requested the refund be sent. We expect it in 4-6 weeks. The amount is: \$4,557.13
- b) Adrienne's goodbye letter was read by Administrator Lehner:

"Dear Mayor Pilon, City Council, Administrator Lehner, Finance Deputy Clerk Johnson,

I would like to take this moment to express my deepest gratitude to you. Unfortunately, I am unable to be there in person to share this with you in person, so I have asked Administrator Lehner to read this letter on my behalf. When I started this job, I had no idea what to expect. What I knew is that I came to serve you in whatever capacity you asked me. I was overjoyed to be given a change to a part of something bigger than myself and honored to be trusted with the tasks before me. Your support and encouragement along the way helped me to have the courage to face and overcome the challenges I faced along the way. You called the best out in me and showed me what I am capable of. Thank you for allowing me to serve your city. Deepest Thanks, Adrienne Christensen."

- c) Administrative Assistant Position Update – We will discuss under new business.
- d) Annual Audit Update – The audit will happen the week of May 8th. Deputy Clerk Johnson and Finance Consultant Lori Yager have been working on getting all the information needed for Bergen KDV and will be meeting this Thursday to go through additional information and required reporting. This is more in

depth than has been done in the past. It should be complete by the end of May and presented to the council at the June Meeting.

- e) Recycling Day is May 20th. 8:00 am – 1:00 pm. Administrator Lehner is inviting the city council to volunteer to help that day to help serve the residents of Nowthen. Please let Administrator Lehner know if you will be attending or if you are unable to attend.

Several residents have made comments that the Recycling Center is in the best shape it's ever been in and the ladies running it are doing a wonderful job working together as a team. Many thanks to Christie and Amy! In addition to cleaning up the space, they track the times people are coming in and where they are coming from. The Recycling Center is run by receiving county grants. We must hire people to haul away the recycling; some of the items have a small revenue that helps pay for the hauling. We are trying to keep the Recycling Center open with a break-even budget, so it does not cost the city money. The illegal dumping costs the city quite a bit but since the cameras were installed, the dumping has drastically been reduced.

The new hours are in place as of today.

Tuesday/Thursday 11:00 am – 7:00 pm

Wednesday/Friday 11:00 am - 5:00 pm

Saturday 8:00 am - 12:00 pm

9. City Council:

a. **Old Business:** NONE

b. **New Business:**

1. Consider approval of Resolution 2023-XX Authorizing the Hiring of Donna Ogdahl for the Full-Time Administrative Assistant Position.

Ms. Ogdahl is available to start April 19th, 2023. It was stated that the staff are to be commended for their teamwork. Madeline Greenberg is doing very well, she is neat, works hard and uses the paint-by-numbers that Adrienne put together well. It will make it helpful for training in Donna. Adrienne will come back for a day or two to help with training as well. Council Member Fladebo stated she had volunteered in the city office today and she is exhausted but impressed by the respectful, kind teamwork that is in the office and she appreciates everyone who works hard to serve the City of Nowthen.

MOTION BY COUNCIL MEMBER FLADEBO, SECONDED BY RAINVILLE TO APPROVE RESOLUTION 2023-XX AUTHORIZING THE HIRING OF DONNA OGDahl FOR THE FULL-TIME ADMINISTRATIVE ASSISTANT POSITION. MOTION CARRIED. 4 AYES.

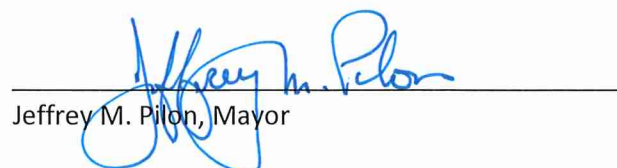
MOTION BY RAINVILLE, SECONDED BY BREYEN TO ADJOURN.

Meeting adjourned at 7:46 pm.

Respectfully submitted,



Scott Lehner, City Administrator



Jeffrey M. Pilon, Mayor