

**MINUTES OF THE REGULAR MEETING
CITY COUNCIL
LITTLE CANADA, MINNESOTA**

MARCH 13, 2019

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 13th day of March, 2019 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 7:30 p.m. and the following members of the City Council were present at roll call:

CITY COUNCIL:

Mayor	Mr. John Keis
Council Member	Mr. Tom Fischer
Council Member	Mr. Rick Montour
Council Member	Mr. Christian Torkelson
Council Member	Mr. Mike McGraw

ALSO PRESENT:

City Administrator	Mr. Chris Heineman
Park & Rec/Comm. Services Mgr.	Mr. Bryce Shearen
Finance Director	Ms. Brenda Malinowski
Public Works Director	Mr. Bill Dircks
City Clerk	Ms. Heidi Heller

MINUTES Fischer introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-3-29 – APPROVING THE MINUTES OF
THE FEBRUARY 27, 2019 WORKSHOP MEETING AND THE
FEBRUARY 27, 2019 REGULAR MEETING AS SUBMITTED***

The foregoing resolution was duly seconded by Montour.

Ayes (5).

Nays (0). Resolution adopted.

**PRESENTATION:
DONATION FROM
THE LITTLE
CANADA
RECREATION
ASSOCIATION**

Jon Joriman, President of the Little Canada Recreation Association, stated that the Rec Association is making a donation to the city for a poured-in-place rubber surface for the playground at Spooner Park which is being reconstructed this year. He explained that this surface will help make the park compliant with the American Disabilities Act.

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Mr. Joriman presented a check for \$111,345 to the City for a new Spooner Park playground surface.

The Council thanked the Little Canada Recreation Association for the donation.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019-3-30 – ACCEPTING THE DONATION FOR \$111,345 FROM THE LITTLE CANADA RECREATION ASSOCIATION FOR NEW THE SPOONER PARK PLAYGROUND SURFACE

The foregoing resolution was duly seconded by McGraw.

Ayes (5).

Nays (0). Resolution adopted.

**PUBLIC HEARING
– CONSIDER AN
INCREASE IN
LIQUOR LICENSE
FEES**

Keis opened the Public Hearing to consider the proposed annual increase in On-Sale Liquor and On-Sale Wine License Fees.

The City Clerk stated that in 2006, the City Council decided that increases for on-sale liquor and on-sale wine licenses would be tied to annual gross levy increases for five years. She noted that the Council has continued to use this basis for liquor license increases every year since. She stated that based on this practice, the on-sale liquor and on-sale wine licenses would be increased by 3.0 percent for 2019. This would increase the On-Sale Liquor License fee by \$154 to \$5,284, the On-Sale Liquor for Billiard Halls by \$31 to \$1,061, and the On-Sale Wine License fee by \$22 to \$763. She noted that public hearing notices had been mailed to all businesses that had a liquor license and no comments had been received. The City Clerk also noted that the On-Sale Sunday Liquor License and Off-Sale Liquor License fees are regulated by State Statute. She noted that no increase is proposed for the 2 a.m. Liquor License, the On-Sale 3.2 Intoxicating Liquor License, and the Off-Sale 3.2 Intoxicating Liquor License fees.

There were no public comments on this matter.

Montour introduced the following resolution and moved its adoption:

RESOLUTION NO. 2019-3-31 – APPROVE INCREASING THE ON-SALE LIQUOR LICENSE AND ON-SALE WINE LICENSE FEES BY 3% FOR 2019. THE ON-SALE LIQUOR LICENSE FEE IS RAISED TO \$5,284, THE ON-SALE LIQUOR LICENSE BILLIARD HALLS IS

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***RAISED TO \$1,061 AND THE ON-SALE WINE LICENSE FEE IS
RAISED TO \$763***

The foregoing resolution was duly seconded by Keis.
Ayes (5).
Nays (0). Resolution adopted.

**CONSENT
AGENDA**

Montour introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-3-32 – APPROVING THE CONSENT
AGENDA WHICH CONTAINS THE FOLLOWING:***

- *APPROVAL OF THE VOUCHERS;***
- *APPROVE MOVING INVESTMENT FUNDS FROM MORGAN
STANLEY***
- *APPROVE A TEMPORARY LIQUOR LICENSE FOR ST. JOHN’S
CHURCH ON APRIL 12, 2019***
- *APPROVE CANADIAN DAYS FIREWORKS CONTRACT WITH
RES PYRO***

The foregoing resolution was duly seconded by McGraw.
Ayes (5).
Nays (0). Resolution declared adopted.

**UPDATE ON
COUNTY ROAD D
IMPROVEMENTS**

The City Engineer explained that the intention was to reconstruct County Road D and Greenbrier Street in 2019, but issues with Ramsey County and Vadnais Heights on project specifics and funding has delayed the County Road D project, and Greenbrier will not be reconstructed until County Road D is completed with a storm sewer extension. He stated that at the improvement hearings in January, the Council decided to delay these projects until at least 2020, but depending on the other entities involved, it could be delayed further. He reported that the outcome of the internal County meetings was that the County added a project in 2023 for the reconstruction of the entire stretch of County Road D from Payne Avenue to County Road D Court in the County’s approved 2019-2023 Transportation Improvement Plan. He noted that Ramsey County wants to meet with Little Canada, Vadnais Heights and now Maplewood since the project may be expanded, and he is hoping to do this next week and will have more information after that.

The City Engineer stated that the concern is that funding dollars for the other entities would not be available until 2023, but the City could ask if advanced funding by the City of Little Canada with future reimbursement could be an avenue to allow for an earlier project timeframe. He

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explained that Greenbrier is reaching the end of its useful life, and one of the drivers for the City pursuing the completion of County Road D was to allow the reconstruction of Greenbrier. At this point, the City will need to perform maintenance and patching on Greenbrier Street for another five years before improving the road. The City Engineer stated that even with this extended timeframe, he would not recommend an overlay or major pavement improvement until the storm water can also be addressed. He explained that he has revised the City's Capital Improvement Plan that outlines a possible reorganization/adjustment of street projects to maintain the typical programmed funding.

Montour asked if Greenbrier Street would only be patched until the improvement project is done. The City Engineer stated that is what he would recommend doing to get by.

**LETTER OF
SUPPORT FOR
MOTOR VEHICLE
LEASE SALES TAX
AMENDMENT**

The City Administrator explained that in 2015, state legislation was passed to reallocate \$32 million of the sales tax collected from leased vehicles from the State of Minnesota General Fund to counties throughout Minnesota. The allocation was divided 50% to greater Minnesota and 50% to metro counties via the County State Aid Highway (CSAH) fund and in an effort to balance funding for transit and roads/bridges, the law excluded Hennepin and Ramsey counties. The City Administrator stated that with the elimination of the Counties Transit Improvement Board (CTIB) in 2017, all seven metro counties now collect their own local transportation sales tax. He reported that there are bills at the Legislature intending to eliminate the exemption of Hennepin and Ramsey counties. He noted that the current practice of distributing sales tax proceeds from Hennepin and Ramsey County to the other five metro counties puts cities at a disadvantage when it comes to accessing funds for county road and bridge projects such as the proposed County Road D reconstruction project. He stated that staff recommends approval of a motion to support HF 2194 and SF 2087 related to allocation of revenue from the motor vehicle lease sales tax.

McGraw introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-3-33 – APPROVING LETTER OF SUPPORT
FOR THE MOTOR VEHICLE LEASE SALES TAX AMENDMENTS
IN HF 2194 AND SF 2087***

The foregoing resolution was duly seconded by Fischer.

Ayes (5).

Nays (0). Resolution declared adopted.

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**RESIGNATION OF
CITY ENGINEER &
RFP FOR ENGINEER
SERVICES**

Keis reported that Lee Elfering, with Elfering & Associates, has submitted his resignation as City Engineer. He stated that Mr. Elfering has been working with Little Canada for 20 years and has done an exceptional job for the City and the residents.

Keis presented Lee Elfering with a certificate of appreciation and thanked Mr. Elfering for his work in Little Canada.

Montour introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-3-34 – ACCEPTING THE RESIGNATION
OF CITY ENGINEER ELFERING & ASSOCIATES AND
AUTHORIZE STAFF TO PUBLISH A REQUEST FOR PROPOSALS
FOR CITY ENGINEERING SERVICES***

The foregoing resolution was duly seconded by McGraw.

Ayes (5).

Nays (0). Resolution declared adopted.

The City Administrator stated that he included a proposed timeline to interview engineering firms and make a final decision. He stated that he suggests two Council members participate in the final interviews. Council members Keis and McGraw volunteered, and Council member Montour stated he could be an alternate. Fischer stated he would like to see the timeline shortened if possible.

**ORDINANCE 837,
AMEND CITY CODE
CHAPTER 1501
FILLING, GRADING
& EXCAVATION
OPERATIONS**

The Public Works Director explained that City Code Chapter 1501 deals with filling, grading and excavating operations. He stated that it had a fee schedule for permits contained in it which was outdated. He noted that the City's policy is to keep all fees in the Fee Schedule so that it can easily be amended as needed. He stated that the entire chapter needed to be revised to match up to current practices. The Public Works Director reviewed the revisions proposed to Chapter 1501 and the permit fee amendments.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-3-35 – ADOPTING ORDINANCE 837,
AMENDING CITY CODE CHAPTER 1501 FILLING, GRADING &
EXCAVATION OPERATIONS AS PRESENTED***

The foregoing resolution was duly seconded by Montour.

Ayes (5).

Nays (0). Resolution declared adopted.

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**ORDINANCE 836,
AMEND FEE
SCHEDULE FOR
LIQUOR LICENSE
FEES, FILL &
GRADING PERMITS
AND UPDATED YARD
WASTE & DISPOSAL
FEE RATES**

The City Clerk reported that staff is recommending the fee schedule be amended for the annual liquor license fee increase, amended fill and grading permits and updated yard waste and disposal fee rates. She stated that staff recommends adopting Ordinance 836 to amend the fee schedule.

Montour introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-3-36 – ADOPTING ORDINANCE 836
AMEND FEE SCHEDULE FOR LIQUOR LICENSE FEES, FILL &
GRADING PERMITS AND UPDATED YARD WASTE & DISPOSAL
FEE RATES AS PRESENTED***

The foregoing resolution was duly seconded by Fischer.
Ayes (5).
Nays (0). Resolution declared adopted.

ADJOURN There being no further business, the meeting was adjourned at 8:10 p.m.

John T. Keis, Mayor

Attest: _____
Christopher Heineman, City Administrator