

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

**APRIL 10, 2019**

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 10<sup>th</sup> day of April, 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. Christian Torkelson
Council Member	Mr. Mike McGraw

**ABSENT:**

Council Member	Mr. Rick Montour
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**ALSO PRESENT:**

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

**MINUTES** McGraw introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-4-44 – APPROVING THE MINUTES OF  
THE MARCH 27, 2019 WORKSHOP MEETING AND THE MARCH  
27, 2019 REGULAR MEETING AS SUBMITTED***

The foregoing resolution was duly seconded by Fischer.

Ayes (4).

Nays (0). Resolution adopted.

**ANNOUNCEMENTS** Keis announced that the Little Canada Fire Department is hosting meat raffles at Gordie's and the Hoggsbreath, along with Bingo.

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**CONSENT** Fischer introduced the following resolution and moved its adoption:  
**AGENDA**

***RESOLUTION NO. 2019-4-45 – APPROVING THE CONSENT  
AGENDA WHICH CONTAINS THE FOLLOWING:***

- \*APPROVAL OF THE VOUCHERS;***
- \*AMEND MAY 8, 2019 COUNCIL WORKSHOP START TIME AND  
CALL FOR A SPECIAL MEETING ON SATURDAY, MAY 11, 2019***
- \*APPROVE A TEMPORARY LIQUOR LICENSE FOR THE LITTLE  
CANADA RECREATION ASSOCIATION ON SATURDAY, MAY 18,  
2019 FOR THE ANNUAL KICKBALL TOURNAMENT***
- \*RESCHEDULE JUNE 26, 2019 CITY COUNCIL MEETING***
- \*APPROVE LITTLE CANADA FIRE STATION GARAGE DOORS  
AND BAY IMPROVEMENTS***

The foregoing resolution was duly seconded by Torkelson.  
Ayes (4).  
Nays (0). Resolution declared adopted.

**CANABURY SQUARE  
HIA DEFERRED  
ASSESSMENT  
INTEREST  
REDUCTION  
DISCUSSION**

The City Clerk explained that in 2009, the City assisted the Canabury Square Homeowners Association finance a large improvement project on the entire building. She stated that an assessment was then certified to each unit's property taxes for a 15 year payment schedule beginning in 2010. She explained that in 2016 the Council changed the policy to allow these assessments to be paid off at any time, but the owners still had to pay the full 15 years' worth of interest. She noted that eleven assessments were paid off during this time. The City Clerk explained that in February 2018, the City was able to refinance the bonds, and the payoff amount is now simply the balance plus interest for the current year.

The City Clerk stated that all of the HIA assessments have been treated the same as any other assessment, which follows State Statute. Interest on all assessments is accrued annually and added to the principal balance in one lump amount. City staff has always followed this assessment policy.

The City Clerk explained that Rosalie Jackson owns a condominium at Canabury Square and currently has a deferred HIA assessment which has been accruing interest annually for the past six years. She stated that Ms. Jackson is refinancing her mortgage to pay off her assessment, and submitted a letter requesting that the Council forgive the interest for the remaining eight months of 2019, which would be \$490.48. The City Clerk explained that staff has estimated that if the remaining 16 property owners with a deferred assessment had their interest forgiven, it could have a financial impact to the City up to \$9,000, and if the Council was fair to all

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of the 42 owners that had a deferred assessment, it could be a financial impact of up to \$25,000.

The City Clerk explained that staff has provided four possible actions for the Council to take, but recommends denial of the interest reduction request and staff continuing to follow the current assessment policy.

Fischer stated that he would support the denial. McGraw stated this likely would not be the last time the City stepped in to assist with a housing improvement project, and we should continue following the current assessment policy in order to continue to be fair to future Councils and residents. Keis stated that now that he sees how much the financial impact could be to the City, he agrees with the others.

Fischer introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-4-46 – DENY THE REQUEST FROM ROSALIE JACKSON AND CONTINUE FOLLOWING THE CURRENT ASSESSMENT POLICY***

The foregoing resolution was duly seconded by McGraw.

Ayes (4).

Nays (0). Resolution declared adopted.

**SMALL CELL  
WIRELESS  
FACILITY DESIGN  
GUIDELINES**

The City Administrator explained that the City adopted a small cell wireless ordinance in December 2017 and the Federal Communication Commission allowed cities to adopt design guidelines to regulate the aesthetics of the small cell wireless facilities provided those regulations were not overly burdensome. He stated that staff used a template from the City of Northfield and feels the guidelines proposed are very thorough and cover issues that will likely arise. He noted that the key highlights include where the City prefers these sites to be located, how high, what color, how the equipment must be secured and other details that will help keep the sites relatively camouflaged within their surroundings. He stated that this equipment is continually getting smaller.

Fischer stated the policy appears to cover the items we would want to address. Torkelson stated that he is concerned with camouflage and the aesthetics. He is wondering if any new poles could accommodate lighting. The City Administrator stated there is a lighting section. Torkelson clarified if the language would allow lighting. He wants the poles to fit in to the neighborhood and look like the rest of the poles. The City Administrator clarified that this language is intending for that. McGraw clarified that no advertising would be allowed on them except what information is required to be on them.

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Fischer introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2019-4-47 – APPROVE THE SMALL CELL  
WIRELESS FACILITY DESIGN GUIDELINE POLICY AS  
PRESENTED***

The foregoing resolution was duly seconded by Keis.

Ayes (4).

Nays (0). Resolution declared adopted.

**ADJOURN** There being no further business, the meeting was adjourned at 7:53p.m.

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John T. Keis, Mayor

Attest: \_\_\_\_\_  
Christopher Heineman, City Administrator