

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

JULY 28, 2021

Pursuant to due call and notice thereof a special meeting of the City Council of Little Canada, Minnesota was convened on the 28th day of July, 2021 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 Keis, Council Members McGraw, Fischer, Torkelson and Miller.
Absent: None.

ALSO PRESENT: City Administrator Chris Heineman, Public Works Director Bill Dircks, Parks & Rec/Community Services Manager Bryce Shearen and City Clerk/HR Manager Heidi Heller.

MINUTES

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-7-89 – APPROVING THE MINUTES OF THE JULY 14, 2021 WORKSHOP AND JULY 14, 2021 REGULAR MEETINGS AS SUBMITTED

The foregoing resolution was duly seconded by Keis.
Roll Call Vote: Keis/Fischer/Torkelson/McGraw/Miller
Ayes (5). Nays (0). Resolution adopted.

ANNOUNCEMENTS

The City Administrator explained that the City of Little Canada receives its water from St. Paul Regional Water Services, and they are currently in a drought warning phase. The City has water restrictions in place for several years with water time restrictions, and only watering on odd or even days. He reported that we are close to moving to the next water restriction phase, although some recent rains north of the metro have helped maintain the Mississippi River levels. He stated that this is a significant drought and further restrictions may be coming.

Keis announced that Canadian Days begins on Friday at Spooner Park. He stated there will be a lot of activities over the whole weekend, and fireworks on both Friday and Saturday nights this year.

PUBLIC COMMENTS

None.

CONSENT AGENDA

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-7-90 – APPROVING THE CONSENT AGENDA WHICH CONTAINS THE FOLLOWING:

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- Approval of the Vouchers
- Approve a Temporary Liquor License on September 25, 2021 for St. John's Church Fall Festival
- Approve an Exempt Gambling Permit on September 28, 2021 for St. John's Church
- Call for a Workshop on August 25, 2021 for 2022 Preliminary Budget Discussion

The foregoing resolution was duly seconded by Miller.

Ayes (5).

Nays (0). Resolution adopted.

PAVEMENT MANAGEMENT PLAN

The Public Works Director stated that in April, the City Council directed the City Engineer to prepare a 15-year Pavement Management Plan to forecast the long-term needs of the roadway system in the city. He stated that staff wants a longer forecast plan than the five years that has been used. He explained that the City Engineer consultant, Bolton & Menk, contracted with a company called Roadbotics to conduct a survey and give condition ratings to all of the city-owned streets.

Eric Seaburg, Bolton & Menk, explained that having a pavement management plan gives a whole look at the city's streets, ratings and long-range outlook. He stated that a new technology called Roadbotics was used where all of the city's streets were driven and recorded in one day. He explained that the recorded information was then sent to Roadbotics, who gives a condition rating to each of the streets. He stated that a 360-degree video was also taken while recording data for Roadbotics, so the City now has a street-view of all city streets.

Keis asked why streets with condition ratings in the 2's were scheduled ahead of streets with worse ratings. Mr. Seaburg stated the street improvement year scheduling is not strictly decided by the condition ratings.

Fischer asked if doing four or five streets in the same year is manageable by staff. The Public Works Director explained that Bolton & Menk can easily manage their part, and the multiple small street sections can be managed due to their size. Fischer asked if our current funding strategy is still adequate. The City Administrator stated that what we have been doing to fund the improvement projects is working, but maybe if there are long-term savings by doing more streets at once, that could also make sense. He noted that either internal loans or bonding are options to fund larger projects. He stated that many cities determine what their street rating goal is - where does the Council want to be in the quality of their streets. Mr. Seaburg stated that the street condition average is about 2.6 now, which is fairly good. Keis clarified that some of the streets qualify for MSA (Municipal State-Aid) funds, which are State funds. The City Administrator reported that the City receives about \$400,000 per year in MSA funds, and they can be saved for future streets that are MSA routes.

Torkelson asked for a typical life-span of a street since he did not see many reconstructions on the list. The Public Works Director stated that as long as streets are correctly maintained and reclamations are done, a street can last a very long time. He noted that eventually the curbs will fail, or if major water or sewer work needs to be done, then a full reconstruction would be needed.

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He explained that now being able to line sewer and water pipes, rather than having to dig them up to replace them, will reduce when a street needs to be reconstructed.

Fischer asked if the city were to do a few more bad streets in the next year, which ones would be done. The Public Works Director stated that Twin Lake Boulevard is in bad shape, but explained that is a shared project with Vadnais Heights and they have not been able to come up with their share of the funding. He noted that we could potentially front them the money and be paid back like we have done with Ramsey County.

Keis stated that he likes the second option of looking at some alternative plans to see if larger project areas could be done. The Public Works Director stated that staff could work with Bolton & Menk to come up with other options and determine the costs of moving some of the streets to other years. McGraw wants to ensure that staff is still reviewing the street conditions every year. The Public Works Director assured that would be done.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-7-91 – RECEIVE THE PAVEMENT MANAGEMENT PLAN AS PRESENTED, BUT MAKE ADJUSTMENTS TO THE PLAN BASED ON CAPITAL IMPROVEMENT PLANNING THAT WILL OCCUR IN THE NEXT FEW MONTHS

The foregoing resolution was duly seconded by McGraw.

Ayes (5).

Nays (0). Resolution declared adopted.

INTRODUCTION OF PUBLIC WORKS UTILITIES SUPERVISOR

The Public Works Director explained that a Utilities Supervisor was recently hired for the first time as part of the new staff structure within the Public Works Department. He stated that existing Public Works employee, Alex Evenson, was the top candidate and was promoted to the Utilities Supervisor position. He stated that Alex was here tonight to introduce himself, talk about his new role and what he is working on.

Mr. Evenson explained that he started with the City of Little Canada in 2014 as a seasonal worker, then became the first Public Works Apprentice before being hired as a regular full-time Public works Maintenance worker. He stated that staff has definitely noticed the drought and had to turn on the generator at the booster station a few times to maintain the water tower water level. He explained that they are using new technology that can be used on cell phones to monitor levels and issues with the lift stations. He stated that he has been doing the water and sewer line televising and jetting since he started a few years ago.

2021 DEER CONTROL PROGRAM

The City Administrator explained that the City has had a deer control program for many years, with a targeted number of deer-per-square-mile to help determine whether to have a hunt or not. He reported that the 2021 deer count in Little Canada was 31. He stated there is a larger number on the east side of the city, which could warrant a hunt, but noted that there have not been complaints from

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residents and staff has not picked up many deer from the streets. Keis stated that he does not think we need to go much lower than what was here, and suggested not doing a hunt this year. McGraw stated that since there have not been complaints, he recommends not doing a hunt. Fischer asked if there had been consideration of doing a turkey hunt. Keis asked how the geese problem has been and have the egg addling efforts been continued. The Parks & Rec/Community Services Manager stated that he has heard a lot of comments about geese droppings in the parks, and he thinks there are more geese now than in past years. He noted there are volunteers who do goose egg addling, but it is usually city staff that do it, and there has not been a lot of opportunities to get it done.

Keis stated that the Council consensus is that the City will not conduct a deer hunt this year or consider any turkey reduction efforts.

SPOONER PARK DRAINAGE IMPROVEMENTS

The Parks & Rec/Community Services Manager explained that funding for trail maintenance at Spooner Park was budgeted in 2021, but it is not needed for at least the next few years, and the city may be able to utilize American Recovery Plan Act (ARPA) funds for a replacement trail at Rondo Park in 2022, which is needed. He stated that staff is now considering using the 2021 budgeted trail funds to fix a drainage issue at Spooner Park. He noted that the timing is good to complete this drainage project in 2021 since the lower shelter is being replaced this year and not being rented. He stated that waiting would disrupt the park shelter rentals next year. He reported that a 10-year trail repair and maintenance plan has now been created to help with budgeting and project planning.

McGraw stated it makes sense to do the project this year so the shelter can be rented next year.

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-7-92 – AWARD THE SPOONER PARK STORM SEWER IMPROVEMENTS PROJECT TO FOREST LAKE CONTRACTING FOR \$68,062.50, AND A TOTAL PROJECT COST OF UP TO \$88,000

The foregoing resolution was duly seconded by Fischer.

Ayes (5).

Nays (0). Resolution declared adopted.

There being no further business, the meeting was adjourned at 8:44 p.m.

John T. Keis, Mayor

Attest:

Christopher Heineman, City Administrator