

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR CITY COUNCIL MEETING**

**Wednesday, August 10, 2016  
7:00 p.m.**

**1., 2. CALL TO ORDER / ROLL CALL**

Mayor Bartholomay called the meeting to order at 7:00 p.m. Also present were Council Members Schweigert and Percy and City Administrator Keinath. Council Members Runbeck and O'Brien were absent.

**3. SETTING OF AGENDA**

There were no changes to the agenda.

**4. COMMENTS**

**a. Taxpayer Comments**

There were no Taxpayer comments.

**b. Council Member Comments**

There were no Council Member comments.

**c. Mayor Comments**

Mayor Bartholomay commented on the following:

- National Night Out / Night to Unite

**5. COMMITTEE REPORTS**

There were no Committee Reports.

**6. COUNCIL BUSINESS**

**a. Consent Agenda**

Items included:

1. Minutes: 07/18/16 Special Meeting
2. Minutes: 07/26/16 Regular Council Meeting
3. Licenses
4. Fire Disbursements
5. Police Disbursements

6. Constitution Week Resolution
7. Local 49 Health and Welfare Participation Agreement

**MOTION:** Percy moved, seconded by Schweigert, to approve the Consent Agenda as presented. **Motion carried 3-0.**

**b. Presentation of 2015 Audit**

Aaron Nielsen from Malloy, Montague, Karnowski, Radosevich & Co., P.A., the city's independent auditing firm, presented the 2015 Financial Statements and Management Report.

He provided highlights of the Management Report that included Audit Summary, Governmental Funds Overview, Enterprise Funds Overview, Government-wide Financial Statements, Legislative Updates, and Accounting and Auditing Updates.

Findings included a limited segregation of duties in the office and also the need for timely reconciliation of bank statements. He said he does realize there was turnover in staff and there is hope this will be corrected and bank statement reconciliations excluded from comment in the future.

Nielsen noted the city implemented the new Government Accounting Standards Board (GASB) pension standards that resulted in the city reporting a new accounting principle, therefore reducing the beginning equity on the financial statements.

Council Member Percy asked how the timely reconciliation of bank statements is progressing this year. Finance Director Ronda Dalbec responded it is very much on point.

**MOTION:** O'Brien moved, seconded by Percy, to accept the 2015 Audited Financial Statements and Management Report, as presented.  
**Motion carried 4-0.**

**c. Resolution Declaring Domestic Violence Awareness Month**

Mayor Bartholomay commented that October is Domestic Violence Awareness Month.

**MOTION:** Schweigert moved, seconded by O'Brien, to approve **Resolution No. 2016-14**, declaring October of 2016 as Domestic Violence Awareness Month.  
**Motion carried 4-0.**

**d. Proposed Change Order 2016 Street Project**

Mayor Bartholomay commented that this proposed change order is being brought before the council because of the amount of the proposed costs. He said this is for correcting soils on East Golden Lake Road due to a five-foot layer of peat soil that was found at a 12-foot depth.

Eric Eckman from city engineers WSB and Associates explained that he believes the proposed costs of \$160,069.93 were given by LaTour Construction as worst-case scenario to correct the soils.

Council Member Percy asked if the method in the proposal is considered best-practice to prevent problems in the future. Eckman said absolute best practice would probably cost around \$500,000 to remove all of the peat and this is the next-best method used. He said it is his intention to use some sort of geotextile material at the bottom of the excavation for the pipe trenches and for the area under the road.

Bartholomay asked how this would impact the project schedule. City Administrator Keinath said the project is on schedule and this is not going to significantly deter the four or five days they will not perform as they are working around it. He said it is probably ahead of schedule compared to the 2014 project.

Percy asked what the target date for the Phase 2 blacktop is. Eckman said he would need to get that information from the contractor, but it's potentially three to four weeks out.

Bartholomay asked if adequate signage is planned for the project area. Keinath said programmed into this project is more adequate signage that shows direction of addresses.

Percy asked if the mill and overlay portion of East Golden Lake Circle will happen at the same time as the blacktop for Phase 2. Keinath explained it is when they come back for the second lift of blacktop when they will do the mill and overlay. He said we may do the second lift this year, but we're not at the point yet where that can be decided.

It was noted there is a process for coordinating when the second lift of blacktop and mill and overlay will be done.

An audience member asked about his sewer connection to the main line on East Golden Lake Road where the existing sewer is being lined. Keinath said all five connections have been televised and one has an issue, so the city will dig that up and make the appropriate connection.

**MOTION:** Percy moved, seconded by Schweigert, to authorize city engineers to proceed with correcting soil conditions for the 2016 Street Project, within the guidelines as discussed. **Motion carried 4-0.**

7. **ADJOURN TO WORK SESSION**

**MOTION:** O'Brien moved, seconded by Percy, to adjourn to a work session at 7:52 p.m. **Motion carried 4-0.**

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**Mayor**

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**Clerk**