

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

**Tuesday, September 13, 2016
7:00 p.m.**

1. CALL TO ORDER

Mayor Bartholomay called the meeting to order at 7:00 p.m.

2. ROLL CALL

In addition to Mayor Bartholomay and City Administrator Antonen, those present included Council Members Schweigert, Percy and O'Brien. Council Member Runbeck was absent.

3. OATH OF OFFICE

Mayor Bartholomay administered the oath of office to City Administrator Antonen.

4. SETTING OF AGENDA

There were no changes to the agenda.

5. 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:

- Budget work session
- Retirement party for retired City Administrator Keinath
- Recycling/Clean-up Day September 17

6. COMMITTEE REPORTS

a. Park Board

City Administrator Antonen reported the board met last week and discussed noise issues at Golden Lake Park and ice maintenance and warming house availability at ice rinks.

7. **COUNCIL BUSINESS**

a. **Consent Agenda**

Items included:

1. Minutes: 08/23/16 Regular Council Meeting
2. Fire Disbursements
3. Licenses
4. Police Disbursements
5. Resolution No. 2016-18 Calling Delinquent City Accounts Hearing
6. Resolution No. 2016-19 Calling Delinquent Utilities Accounts Hearing
7. PMA Authorization Changes

City Administrator Antonen noted Item 7.a.7. is related to federal regulations for updating the city's account with its municipal advisor.

MOTION: Percy moved, seconded by Schweigert, to approve the Consent Agenda as presented. **Motion carried 4-0.**

b. **Resolution No. 2016-16 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment Roll 2016 Street Project**

City Administrator Antonen mentioned a hearing would be held Tuesday, October 4 at 7:00 p.m. and an informational open house would be held Thursday, September 29, at 6:30 p.m.

Mayor Bartholomay noted the rate of \$4,380 per residential property is unchanged since it was proposed and this is the next step in the process.

MOTION: O'Brien moved, seconded by Percy, to adopt **Resolution No. 2016-16**, a Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment Roll 2016 Street Project. **Motion carried 4-0.**

c. **Resolution No. 2016-17 Calling Hearing on Proposed Assessment 2016 Street Project**

City Administrator Antonen explained the first resolution ordered the assessment roll and this resolution actually sets the proposed hearing date. It was noted the hearing date would be Tuesday, October 4, 2016 at 7:00 p.m.

MOTION: Schweigert moved, seconded by O'Brien, to adopt **Resolution No. 2016-17**, a Resolution Calling Hearing on Proposed Assessment. **Motion carried 4-0.**

d. Second Reading Ordinance No. 152 Amending Home Occupation Ordinance

There were no questions from council members.

MOTION: Percy moved, seconded by Schweigert, to approve Second Reading and order summary publication of **Ordinance No. 152**, an Ordinance Amending Section 1305, Subd. 42, Definitions, and Section 1315.10 Home Occupation.

Motion carried 4-0.

e. Second Reading Ordinance No. 153 Amending Contractor Insurance Requirements

City Administrator Antonen commented that current insurance requirements for contractors doing work in the city are \$100,000 per occurrence and \$300,000 aggregate. He said neighboring cities' requirements are all higher. He pointed out that policies for contractors currently licensed within the city are already at the \$1 million per occurrence and \$2 million aggregate level and according to the city's insurance company, it is very rare for a contractor's policy to be below that level. Antonen said an increase in the insurance coverage amount for contractors will not adversely affect any of the city's current contractors.

MOTION: O'Brien moved, seconded by Percy, to approve Second Reading and order summary publication of **Ordinance No. 153**, an Ordinance Amending the City of Circle Pines City Code, Chapter 12, Relating to Liability Insurance Requirements. **Motion carried 4-0.**

f. NMTV HD Change Order No. 2 EFP Vehicle

City Administrator Antonen reminded the council that Change Order No. 1 increased the size of the air conditioner on the mobile unit. He said when it was installed, it limited production area and spacing for other equipment and therefore, they need to go up a level in chassis size in order to fit all equipment that needs to go into the vehicle.

Antonen noted that since the city is handling this bond, all change orders are brought before the city. Council Member Percy mentioned that even though the size of the truck is being increased and the dollar amount is going up, he was notified by NMTV Executive Director Heidi Arnsen that there are offsetting cost decreases and we are still below the original bonding amount.

MOTION: Schweigert moved, seconded by Percy, to approve Change Order No. 2, North Metro TV HD Upgrade Change Request for Chassis and Safety Features Upgrades in the amount of \$11,310. **Motion carried 4-0.**

7. ADJOURNMENT

MOTION: O'Brien moved, seconded by Schweigert, to adjourn the meeting at 7:25 p.m. **Motion carried 4-0.**

Mayor

Clerk