

**DEEPHAVEN CITY COUNCIL MEETING
MONDAY, OCTOBER 19, 2014
MINUTES**

1. **CALL MEETING TO ORDER:** Mayor Paul Skrede called the meeting to order at 7:00 p.m.

PRESENT: Mayor Paul Skrede, Councilmembers Keith Kask, Steve Erickson, Darel Gustafson and Tony Jewett

STAFF: City Administrator Dana Young

2. **PLEDGE OF ALLEGIANCE**

The Council recited the Pledge of Allegiance.

3. **APPROVE CONSENT AGENDA**

Motion by Councilmember Kask to approve the Consent Agenda, consisting of the following items:

- A. Approve October 5, 2015 City Council Minutes as amended
- B. Approve September 2015 Treasurer's Report

Seconded by Councilmember Gustafson. Motion carried 5-0.

4. **MATTERS FROM THE FLOOR**

Julie Sanders, 20495 Linden Road, was present to discuss her concerns regarding construction noise. She stated that construction hours are from 7:00 a.m. to 9:00 p.m. in Deephaven, which she felt was too lengthy. She stated that there was a landscaping project across the street from her residence that worked well past 9:00 p.m. and did not feel safe with these transient workers and the length of time they were permitted to work. She stated that she eventually had to contact her neighbor regarding the excessively late construction noise.

Further discussion was held on the Council's discussion on construction hours and maintenance equipment hours last August.

Julie Sanders stated that while the City may not be getting a lot of calls on this issue, she felt that there are probably a lot of residents who are unhappy with the long construction hours. She noted that she recently received a letter from the City informing residents of a storm sewer repair on Linden Road last week but never received the same courtesy from the landscaper. She stated that this three-month project had not been a good experience.

Mayor Skrede stated that the City Council will look into this issue and will keep Ms. Sanders in the loop on future discussions.

5. UNFINISHED BUSINESS

A. Other

There was no other Unfinished Business this evening.

6. NEW BUSINESS

A. Authorize Use of Bond Administration Fees

Administrator Young stated that the City of Deephaven has received \$168,850 as the city's administrative fee for the issuance of a \$33,770,000 bond on behalf of Eagle Ridge Academy. He stated that the proceeds have been deposited in the city's General Fund to eventually offset the \$300,000 transfer from the General Fund to the Capital Improvement Fund in 2016. He stated that staff would recommend using approximately \$35,000 of the bond administration fee towards three unbudgeted expenditures.

He stated that the first requested expenditure is the purchase of a new building permit software program estimated at \$10,000. For at least 20 years, staff has used the Yancey software program, which was specifically designed to administer building permits that is reaching the end of its operational life. The owner of the program is retired and no longer supports the software. He stated that accurate monitoring of our building permits is essential due to state reporting requirements and the fact that a significant portion of our contract revenue from the cities of Woodland and Greenwood rely on accurate building permit data. He stated that staff intends to research and purchase a new software program for implementation beginning January 1, 2016.

He stated that the second requested expenditure is the replacement of four city lights in the Chowen's Corner parking lot in the amount of \$15,000. Similar to the lights on Minnetonka Blvd along the Chowen's Corner commercial district that were replaced two years ago by Xcel, the parking lot lights are of the same style and vintage and are no longer operational. Xcel Energy has submitted the following options on the repair of these lights:

Leased option #1 cost is - \$11,741.00

- Monthly street light rate for A30-C:
- 100W HPS - \$18.16
- Install 4 - 100W Traditional fixtures on 18' direct buried fiberglass poles with 400' direct bored #6 AL DX wire in 1 ½" conduit.
- Customer is responsible for the removal of existing customer owned lights. Please note that option #1 will most likely result in the need for substantial restoration to the curb and median. Restoration is not part of this estimate. Included in this rate is full maintenance of the street light system which covers the pole, fixture, conduit and wiring as well as facilitation of any locating and damage administration.

Leased option #2 cost is - \$ 2,064.00

- Monthly street light rate for A07
- 400W HPS Directional - \$16.12
- 100W HPS Traditional - \$18.16
- Install 1 - 100W Traditional fixture next to mailbox with 75' direct bored #6 AL DX in 1 ½" conduit and 3 - 400W directional night watch fixtures to light parking lot.

He stated that the Public Works Committee recommended Option #1 as providing the best long term and aesthetic solution.

He stated that the third requested expenditure is the replacement of the video surveillance system in the Deephaven Police Department, which would include new cameras in the lobby, interrogation room, intox room, cells, and hallways in the amount of \$8,000. He stated that the current camera system is antiquated and the Department recently lost two months of audio which significantly impacted several cases. Two invoices from Westco and Russell Security Resource were presented, with Westco offering the low bid in the amount of \$7,860.

Further discussion was held on the two leased options offered by Xcel Energy for the Chowen's Corner parking lot lights and the cost impact of the two options.

Mayor Skrede noted that losing audio and video for the Police Department is problematic and for that reason supports the replacement of the video surveillance system.

Councilmember Erickson agreed.

Mayor Skrede stated that the City was able to find \$168,850 in unexpected revenues and thought it would be a good opportunity to fund these three unexpected expenses with this money.

Motion by Councilmember Erickson to authorize the purchase of building permit software in the approximate amount of \$10,000, to authorize Xcel Energy to replace the Chowen's Corner parking lot lights in the approximate amount of \$15,000, and to purchase a new video surveillance system from Westco in the approximate amount of \$8,000 from the \$168,850 bond administration fee. Seconded by Councilmember Jewett. Motion carried 5-0.

B. Other

There was no other New Business this evening.

7. REPORTS FROM STANDING COMMITTEES

A. Public Works Committee

Administrator Young presented a review of the Public Works Committee meeting held on October 7, 2015 on the following items:

- Reviewed and took no action on a request to consider stop signs at the intersection of Azure & Monaltrie.

- Changed their monthly meeting dates from the first Wednesday to the first Tuesday of the month.
- Discussed the progress of the sign retroreflectivity program.
- Discussed the ongoing traffic congestion problems at Deephaven Elementary School.
- Discussed the Northome Bridge Project.
- Reviewed and approved the replacement of the Chowen Corner parking lot lights and the use of bond administration fees to pay for the project.
- Discussed the St. Louis Bay dredging project.

9. ADJOURNMENT

Motion to adjourn the Regular Council meeting by Councilmember Erickson, seconded by Councilmember Kask. Motion carried 5-0. The meeting adjourned at 7:46 p.m.

10. SPECIAL COUNCIL BUDGET WORKSESSION

Mayor Skrede called the Special Council Budget Worksession to order at 8:00 p.m.

A. Review 2016 Recycling Fund Budget

Administrator Young presented the 2016 Recycling Fund Budget for Council review.

B. Review 2016 Capital Improvement Fund Budget

Administrator Young presented the 2016 Capital Improvement Fund Budget and 2016 Capital Improvement Plan for Council review.

C. Review 5-Year Budget Projections

Administrator Young presented 5-Year Budget Projections for Council review.

11. ADJOURNMENT

Motion to adjourn the Special Budget Worksession by Councilmember Kask, seconded by Councilmember Jewett. Motion carried 5-0. The meeting adjourned at 9:23 p.m.

Respectfully submitted,
Dana H. Young, City Administrator