

**WOODLAND
CITY COUNCIL MINUTES
Monday, August 14, 2006
7:00 P.M.**

CALL TO ORDER

Mayor Stark called the meeting to order at 7:02 P.M.

ROLL CALL

Present: Mayor Jean Stark; Councilmembers Steve Hornig, Jim Doak, Michael Jilek and Mark Evenstad

Staff: Police Chief Virgil Gustafson, and Clerk Shelley Souers

Others: Steve McDonald & Hans Skalle

CONSENT AGENDA

A. Council Minutes – July 10, 2006

Councilmember Doak moved to approve the consent agenda as presented.

Councilmember Evenstad seconded the motion. Motion carried 5-0.

NEW BUSINESS

A. Letter of Engagement For Audit Services with Abdo, Eick & Meyers, Inc.

Steve McDonald, CPA with Abdo, Eick and Meyers introduced himself and stated that his firm works with many small cities in the west metro area. Abdo, Eick and Meyers, Inc. have been in practice since 1963 and have 40 staff members, half of them work with government entities.

Councilmember Doak thanked Mr. McDonald for his RFP response and noted that it was well put together.

Councilmember Hornig moved to approve the Letter of Engagement for audit services with Abdo, Eick and Meyers, Inc. Councilmember Evenstad seconded the motion. Motion carried 5-0.

B. Permit For Multiple Dogs

Mr. Skalle, 17520 Breezy Point Road, was present to request a permit to keep three dogs at their residence. The dogs are current with regard to their vaccinations and are contained by an invisible fence that surrounds their property. The dogs are inside the majority of the day and Mrs. Skalle is home during the daytime with the dogs.

Councilmember Evenstad asked how much lot area the homeowner has. Mr. Skalle stated that they have 2.95 acres, a portion is wetland.

Mayor Stark noted that the multiple-dog permit is an annual permit, paid at the beginning of each year. At the request of the Council, Mr. Skalle agreed that when any one of the dogs passes away his family will not acquire a third dog.

Councilmember Doak moved to approve the 2006 permit to keep three dogs at 17520 Breezy Point Road. Councilmember Hornig seconded the motion. Motion carried 5-0.

C. Resolution 9-06 - Appointment of Election Judges for State Primary
Councilmember Jilek moved to approve Resolution 9-06, appointing Election Judges to serve in the Primary Election. Councilmember Evenstad seconded the motion. Motion carried 5-0.

D. Road Improvements Bid for 2006

Councilmember Doak reported that he and the city engineer prepared a three-year road maintenance plan. The engineer has recommended six roads be improved with an oil and rock seal coat and has obtained bids for the improvements. The low bid came in about three-thousand over the anticipated amount. This largely reflects the sharp increase in the price of petroleum products.

Councilmember Doak stated that regular seal-coating can extend the life of a road bed and delay the need for a full road overlay. He believes that the proposed seal-coat project should be completed despite the bid exceeding the engineer's estimate. The public works staff will do a minor amount of patching prior to the seal coat project.

Councilmember Jilek, on behalf of the council, thanked Councilmember Doak for his time and work with the engineer to develop a plan and seek bids.

Councilmember Evenstad moved to approve the bid from Allied Blacktop for road improvements, per the recommendation of Councilmember Doak and the City Engineer and to move ahead with the road plan per the bid. Mayor Stark seconded the motion. Motion carried 5-0.

E. Contract with Deephaven For Shared Services.

Mayor Stark reported that she met with Dana Young, Deephaven's Administrator, regarding the shared service agreement and the formula for building permit fees. Mayor Stark stated that she asked for more detail summarizing the history of the permit revenue and related costs for administration. Mr. Young had stated that Deephaven needs to collect about \$22,449 to meet the actual costs of administering the building permits. Permit revenue is down from previous years.

Council reviewed several options to divide building permit revenue. Council expressed concern that Woodland may be absorbing generalized overhead costs that may not necessarily be attributable to Woodland and would continue to exist without Woodland sharing office space. Council agreed to continue with the same arrangement for building permits through 2007.

Councilmember Hornig moved to approve the agreement for shared services with Deephaven. Councilmember Doak seconded the motion. Motion carried 5-0.

F. Contract for Property Assessment Services

Councilmember Jilek moved to approve a two-year agreement for assessing services with Dan Distel through August 2008 with a three percent annual increase.

Councilmember Doak seconded the motion. Motion carried 5-0.

OLD BUSINESS

A. Preliminary Budget Review

Council reviewed the preliminary budget of anticipated revenues and expenditures for 2007. Several funds relating to road maintenance and improvements will be combined. Council agreed that road improvements will be budgeted for on an annual basis and guided by a long term maintenance plan.

MAYOR'S REPORT

A. Candidate Filing - Mayor Stark reported that candidate filing opens on Tuesday, August 29. Two council seats will be open for office.

B. TCF Bank - Staff contacted TCF Bank to learn if the minimum peg balance in the checking account could be reduced from \$25,000 to \$10,000. TCF will adjust the minimum balance effective August 1, 2006.

C. Unintentional Fire Call Charge – Mr. Hoffman, 2859 Gale Road, sent a letter to the city explaining an unintentional fire department response to his home and to learn if the charge could be waived given the circumstances. A recent electrical storm and lightning strike caused his residential alarm to malfunction. Council discussed matters of storm related calls and agreed that if a storm triggers private alarm systems and the fire department responds, the property owner is still responsible for related charges.

Councilmember Jilek noted that having a security system involves some risk for these types of unusual incidents.

Council agreed that no waiver of charges would be issued. Staff was directed to send Mr. Hoffman a letter regarding the discussion and thank him for his letter.

D. Wetland Delineation – 18400 Maple Ridge Road

Mayor Stark reported that the City Attorney sent an email stating that no decision had been made to-date with regard to a third survey.

E. Woolsey Channel Dock Location - Gronberg Surveying sent a letter confirming that the dock located in Woolsey Channel at 2670 Marshland Road, complies with the ordinance restrictions and agreement between the city and the Newells. Staff will forward a copy of Gronberg's letter to Attorney Kim Kozar.

F. Housing Awareness Week - Housing awareness week is November 11-18. A camp-out will take place to support housing for homeless.

Councilmember Doak moved to adopt the Resolution supporting Housing Awareness and to support the housing initiative. Councilmember Hornig seconded. Motion carried 5-0.

COUNCIL REPORTS

Finance - No report

Public Safety – Police Chief Gustafson reported that the property owner at 18320 Breezy Point Road has moved out and the wetland fill has not been removed. The Watershed District may excavate the wetland and place a lien on the property.

Road & Signs – Councilmember Doak reported that Aaron’s Tree Service will be cutting brush throughout the city.

Council expressed concern with inconsistency in the mail delivery in Woodland. A letter will be sent to the Wayzata Post Master expressing the concerns.

Deer Management – Councilmember Jilek stated that he will request a permit for removal up to 12 deer for 2006.

Ordinances – No report

ACCOUNTS PAYABLE

Councilmember Evenstad moved to approve the accounts payable as presented. Councilmember Hornig seconded the motion. Motion carried 5-0.

TREASURER REPORT

Councilmember Evenstad moved to approve the Treasurer’s Report as presented. Councilmember Jilek seconded the motion. Motion carried 5-0.

ADJOURNMENT

Mayor Stark moved and Councilmember Doak seconded the motion to adjourn. Motion carried 5-0. Meeting adjourned at 9:39 P.M.

Respectfully Submitted,
Shelley Souers