

CITY COUNCIL MINUTES
Monday, November 10, 2008
7:00 P.M.

CALL TO ORDER

Mayor Stark called the meeting to order at 7:00 P.M.

ROLL CALL

Present: Mayor Jean Stark; Councilmembers, Jim Doak, Michael Jilek and Tom Newberry.

Absent: Councilmember Mark Evenstad and Police Chief Cory Johnson,

Staff: Zoning Administrator Gus Karpas, City Attorney Cynthia Kirchoff, and Clerk Shelley Souers.

Guests: Sliv Carlson and Troon Dowds.

CONSENT AGENDA

A) Minutes of the Council Meeting, October 13, 2008

Councilmember Jilek moved to approve the consent agenda to include item A. Councilmember Doak seconded the motion. Motion carried 4-0.

PUBLIC HEARING

A) Adopt ordinance No. 9-14; An Ordinance amending chapter 9 of the Woodland City Code.

Mayor Stark opened the public hearing of Ordinance No. 9-14, to consider the proposed amendments to Chapter 9 of the City Code.

Councilmember Newberry reported that the purpose of the amendments are to clarify roles of City Zoning Administrator and to achieve better consistency in the language relating to land alterations with the finished grade language recently added.

There being no public comments, Mayor Stark closed the public hearing.

Councilmember Doak moved to adopt Ordinance No. 9-14; an ordinance amending Chapter 9 of the Woodland City Code [concerning duties of the Zoning Administrator, Special Use Permits, Land Alteration Permits and Tree Removal] and to approve the summary of the Ordinance amendment for publication; also to waive the second reading of the Ordinance Amendment. Councilmember Newberry seconded the motion. Motion carried 4-0.

NEW BUSINESS

A) Process regarding vacancy on the City Council in January 2009.

Mayor Stark stated that with the election of Jim Doak to City Mayor, effective January 2009, a vacancy will be created on the Council for the remaining two-years of his Council term. To fill the vacancy the Council has the option to appoint a qualified resident of its choosing to fill the vacant council seat, or it can solicit applicants from the community and then make its choice from those

interested. The Council will appoint a replacement for Councilmember Doak at the January meeting after declaring the position vacant. Mayor Stark acknowledged that resident Troon Dowds ran in the election and hopes that he would be interested in serving by filling the Council vacancy.

Councilmember Doak stated that the close election results demonstrate that there is wide approval of Troon Dowds for Council in the City. This provides a strong basis for moving to fill the vacancy by direct appointment as opposed to advertising and soliciting candidates for the open seat.

Council ascertained Mr. Dowds continued interest in serving on the Council.

Legal Counsel Cynthia Kirchoff noted that under the State Statutes Council must first declare a vacancy prior to the appointment of someone to fill the vacancy.

Council agreed to act on this matter at the January 12, 2009 Council meeting.

OLD BUSINESS

A) Annual Septic System Review

Councilmember Newberry reported that the septic inspector, Kurt Larsen, has provided a list of properties where direct access to the manhole covers was obscured by landscape materials.

In an effort to ensure the annual inspections are conducted through the manhole covers versus inspection pipes, Councilmember Newberry suggested that prior to septic inspections that a letter is sent to residents regarding their responsibility to facilitate access to the manhole covers by removing landscape materials one week before the scheduled review.

Councilmember Doak suggested presenting the septic system rules, recently adopted by the state, in the newsletter and noting that the City will be adopting similar language in the near future. Councilmember Doak also suggested the newsletter include information on the need for residents to unearth the manhole covers in advance of the annual septic review.

Councilmember Jilek suggested posting information on the website regarding septic systems and access to manhole covers.

B) Dutch Elm Disease

Councilmember Doak suggested the City take an initial step to encourage residents to voluntarily clear diseased trees and buckthorn from their own property. The extent of the voluntary participation will determine the need for a mandatory program.

Councilmember Doak stated that he would work with Aaron Smith to review the trees throughout the City and to learn the extent of disease. Posting information in the upcoming newsletters regarding disease trees and buckthorn will help bring awareness to the issue.

MAYOR'S REPORT

No report.

COUNCIL REPORTS

Finance – No report.

Police Chief – on behalf of Chief Johnson, Councilmember Doak reported that a major challenge in his department has been turnover of officers. Officer Bridgett Joyce will be leaving the department. The position will be posted and interview process will be conducted. The Council may have an opportunity to participate in the interview process. Councilmember Doak stated that he would be happy to assist in the hiring process as needed.

Roads and signs – Councilmember Doak reported that the City's Tree Contractor Aaron Smith trimmed overhanging branches from the roads, in preparation for winter. Councilmember Doak reported that he attended a Metropolitan Council meeting last week suggested that a representative from the Metropolitan Council attend an upcoming Council meeting to provide a general overview of the Metropolitan Council's responsibilities and issues.

Deer Management and Website

No report.

Ordinances

No report.

TREASURER'S REPORT

Councilmember Newberry moved approval of the Treasurer's Report as submitted. Councilmember Doak seconded the motion. Motion carried 4-0.

ACCOUNTS PAYABLE

Councilmember Jilek moved approval of the Accounts Payable as submitted. Councilmember Doak seconded the motion. Motion carried 4-0.

ADJOURNMENT

Council unanimously moved to adjourn the regular meeting at 7:37 P.M.

Councilmember Jilek indicated that he would like to serve as the Council's Liaison to the Lake Minnetonka Communication Commission (LMCC) and participate in the meetings when possible.

ATTEST:

Shelley J. Souers, City Clerk

Jean M. Stark, Mayor