

# APPROVED

PROCEEDINGS OF THE MOUNDS VIEW CITY COUNCIL  
CITY OF MOUNDS VIEW  
RAMSEY COUNTY, MINNESOTA

Regular Meeting  
February 24, 2020  
Mounds View City Hall  
2401 Mounds View Boulevard, Mounds View, MN 55112  
6:30 P.M.

- 
1. MEETING IS CALLED TO ORDER
  2. PLEDGE OF ALLEGIANCE
  3. ROLL CALL: Bergeron, Gunn, Hull, Meehlhause, Mueller  
  
NOT PRESENT: None.
  4. APPROVAL OF AGENDA
    - A. Monday, February 24, 2020, City Council Agenda.

City Administrator Zikmund provided the Council with handouts for Item 5C and 8F.

MOTION/SECOND: Bergeron/Meehlhause. To Approve the Monday, February 24, 2020, agenda as amended.

Ayes – 5                      Nays – 0                      Motion carried.

5. CONSENT AGENDA

Council Member Gunn asked to remove Item 5C.

- A. Approval of Minutes: February 10, 2020.
- B. Just and Correct Claims.
- C. ~~Resolution 9243, Authorization to Hire for the Housing Code Fire Inspector Position.~~

MOTION/SECOND: Gunn/Meehlhause. To Approve the Consent Agenda as amended removing Item 5C.

Ayes – 5                      Nays – 0                      Motion carried.

- C. Resolution 9243, Authorization to Hire for the Housing Code Fire Inspector Position.

Council Member Gunn asked if the job description was the same as it was or had the job description been amended. City Administrator Zikmund reported this was the same job description, with one additional statement noting it was desirable for candidates to be or be interested in becoming an SBM Fire Fighter.

Mayor Mueller questioned if this would be difficult to find candidates with this qualification. City Administrator Zikmund explained he spoke with Command Staff at the SBM Fire Department and there were already two candidates interested in this position. He anticipated there may be more.

Mayor Mueller wished Jacob Martin all the best in his endeavors.

MOTION/SECOND: Gunn/Bergeron. To Waive the Reading and Adopt Resolution 9243, Authorization to Hire for the Housing Code Fire Inspector Position.

Ayes – 5

Nays – 0

Motion carried.

**6. PUBLIC COMMENT**

None.

**7. SPECIAL ORDER OF BUSINESS**

None.

**8. COUNCIL BUSINESS**

**A. Resolution 9241, Approving the Hire of Nathaniel Ostlund for the Position of Facilities Maintenance/Building Custodian.**

City Administrator Zikmund requested the Council approve the hire of Nathaniel Ostlund for the position of Facilities Maintenance/Building Custodian. He described the hiring process that was followed for this position and noted Mr. Ostlund had been a seasonal worker for Mounds View that was now interested in working full-time. Staff commented further on proposed hire and recommended approval.

MOTION/SECOND: Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 9241, Approving the Hire of Nathaniel Ostlund for the Position of Facilities Maintenance/Building Custodian.

Council Member Bergeron stated he was pleased the City had an employee that had moved from a part-time position to a full-time position. He believed the City was doing something right because employees wanted to stay and advance their career.

Ayes – 5

Nays – 0

Motion carried.

**B. Resolution 9240, Approving the Contract with Paul Bunyan Sewer Plumbing and Drains for Televising and Lining of Private Sanitary Sewer Lines as part**

**of the H2OPP Point of Sale Program.**

Public Works Director Peterson requested the Council approve a contract with Paul Bunyan Sewer, Plumbing and Drains for televising and lining of private sanitary sewer lines as part of the H2OPP Point of Sale Program. He explained this business would serve as a preferred contractor in order to provide homeowners with a reduced rate for their services. He discussed how staff had worked to receive multiple RFP's for this work. Staff reviewed the rates that would be charged by the contractor and recommended approval of the contract with Paul Bunyan Sewer Plumbing and Drains.

Council Member Meehlhause commented on the costs that would be charged for televising, slip lining and repairs.

Council Member Bergeron asked if the lining cost per foot after 25' was correct. He indicated there were some residents that had a very lengthy sewer line. He stated he appreciated the rates being provided by Paul Bunyan. Public Works Director Peterson reported the submitted rates were correct.

Council Member Gunn questioned if this was a three year contract. City Administrator Zikmund reported the rates would be good for one year. He explained after meeting with the representatives from Paul Bunyan, he was very impressed by their personnel and the experience they had in this industry. He reported the Council could consider a longer agreement next year.

Noah Gavic, Paul Bunyan Sewer Plumbing and Drains representative, introduced himself to the Council. He described the process that would be followed for I&I inspections and the work he would provide to residents for points of sale. He reported any necessary repairs would be cured in place (CIP), pipe bursted, or lines would be removed and repaired.

Council Member Meehlhause asked how access to the sewer lines was obtained. Mr. Gavic reported most houses have a front cleanout within the house. He stated he preferred to complete I&I inspections from the back stack cleanout.

Mayor Mueller questioned if there were other cities Mr. Gavic worked for in conjunction with I&I programs. Mr. Gavic explained he has worked with the cities of West St. Paul, Golden Valley, and Eagan.

Council Member Meehlhause questioned if residents would be contacting the City first for I&I inspections. Public Works Director Peterson reported this was the case noting an application and fee would have to be submitted to the City. He commented further on the process that would be followed to bring houses in to compliance with the H2OPP program. He explained certificates of compliance would remain with the property and not the homeowner.

City Administrator Zikmund stated staff would be sending an informational letter to all Mounds View residents regarding the H2OPP Point of Sale program. He reported this was being done to assist with educating the public about this program.

Mayor Mueller asked if staff had been able to track the number of calls that have been made to the Public Works Department regarding this program. Public Works Director Peterson stated the number of calls has been tracked.

Mayor Mueller questioned if a right of entry agreement was required for the I&I inspection. Public Works Director Peterson reported this type of agreement was not necessary.

Mayor Mueller requested further information on what the \$250 fee for the permit covers. Public Works Director Peterson explained the fee covers a sump pump inspection, televising of the line and an administrative fee. He noted the City was not making money off this program.

Mayor Mueller recommended staff track the number of hours that are spent on each property in order to allow the Council to review the amount of administrative time that is spent on this program. She thanked Finance Director Beer for including a mailer in the recent utility bill regarding the H2OPP program. She encouraged Mr. Gavic or another representative from Paul Bunyan Sewer Plumbing and Drains to attend the Town Hall meeting on Monday, April 20<sup>th</sup>.

**MOTION/SECOND:** Meehlhause/Gunn. To Waive the Reading and Adopt Resolution 9240, Approving the Contract with Paul Bunyan Sewer Plumbing and Drains for Televising and Lining of Private Sanitary Sewer Lines as part of the H2OPP Point of Sale Program.

Ayes – 5

Nays – 0

Motion carried.

**C. Resolution 9239, Approving the Purchase of Two – 2020 F350 Service Pickup Trucks.**

Public Works Director Peterson requested the Council approve the purchase of two 2020 F350 service pickup trucks. He described the type of work that was conducted by these trucks by Public Works staff. He discussed the cost for the two trucks noting the quote came from the Minnesota Cooperative Venture Program. It was noted Trucks #442 and #310 would be sold at auction and the funds gained would be used to offset the requested purchase. Staff commented further on the purchase and recommended approval.

Council Member Meehlhause asked if this purchase was tax exempt. Finance Director Beer reported vehicle purchases were not tax exempt.

Mayor Mueller questioned if the trailer would be interchangeable between the Public Works trucks. Public Works Director Peterson explained this unit wasn't a trailer but rather a unit that would slide into the receiver hitch and this piece of equipment would only be used by the Parks Department.

**MOTION/SECOND:** Hull/Bergeron. To Waive the Reading and Adopt Resolution 9239, Approving the Purchase of Two – 2020 F350 Service Pickup Trucks.

Ayes – 5

Nays – 0

Motion carried.

**D. Resolution 9242, Approval for the Replacement of the Event Center Lighting Controls at the Mounds View Community Center.**

Public Works Director Peterson requested the Council approve the replacement of the event center lighting controls at the Mounds View Community Center. He reported the controls at the Event Center have failed and lights were being left on at this time. He explained the controls were original. He stated staff received bids for this project and recommended approval of the lighting repairs.

Mayor Mueller questioned how much was budgeted for this project. Public Works Director Peterson explained this project was not budgeted for 2020. He reported the locker rooms were to be completed this year but staff was recommending the lighting be completed at this time. He noted \$26,000 had been set aside for the locker rooms and staff was estimating the proposed work would come in under budget and these funds could be set aside for further work at the Community Center.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Resolution 9242, Approval for the Replacement of the Event Center Lighting Controls at the Mounds View Community Center.

Mayor Mueller thanked staff for moving this item up on the priority list at the Community Center.

Ayes – 5                      Nays – 0                      Motion carried.

**E. Resolution 9245, Approving Final Payment for RAK Construction regarding the Splash Pad Installation.**

Public Works Director Peterson requested the Council approve the final payment for RAK Construction for the splash pad installation. He discussed the services that RAK provided to the City for the splash pad. He commented on the change orders that occurred during construction of the project and noted staff had spoken to the contractor to get the amount reduced. Staff recommended approval of the final payment to RAK Construction. It was noted this expense would be paid for from the Special Projects Fund.

MOTION/SECOND: Gunn/Bergeron. To Waive the Reading and Adopt Resolution 9245, Approving Final Payment for RAK Construction regarding the Splash Pad Installation.

Mayor Mueller asked when the splash pad would be open this spring. Public Works Director Peterson reported the splash pad would be open Memorial Day weekend through Labor Day weekend from 10:00 a.m. to 7:00 p.m.

Ayes – 5                      Nays – 0                      Motion carried.

**F. Resolution 9247, Approving the Proposals for Painting, Carpet and a New Administration Entrance as Part of Phase 2 for the City Hall/Police Remodel.**

Public Works Director Peterson requested the Council approve the proposals for painting, carpet and a new administration entrance for Phase 2 of the City Hall/Police Department remodel. He explained staff has been working to get contractors together for this project. He noted staff received three separate bids for the painting, carpeting and new administration entrance work. He reviewed the low bidders for each portion of the Phase 2 project. He recommended an allowance for the administration entrance be considered in the amount of \$39,000. As part of this project, staff also requested a bid for new chairs in the Council Chambers, which came in at \$11,612. He stated after speaking with staff he has been told this project could not exceed \$155,000. Staff commented further on the proposed work that would be done at City Hall and recommended approval of the bids. It was noted the work would be completed in the March/April timeframe.

Mayor Mueller asked if the Phase 2 work would be completed in time for the Town Hall meeting. Public Works Director Peterson stated this would be really pushing it. City Administrator Zikmund reminded the Council that the Town Hall meeting would be held at the Community Center. He commented further on the recommended painting contractor and noted this bid was received from a small family business. He described how the work within City Hall and the Police Department would be done in phases with the assistance of Public Works staff. He indicated he was pleased the chairs in the Council Chambers would be replaced as a part of this project.

Council Member Gunn questioned who would be selecting the paint colors. City Administrator Zikmund reported staff would be selecting the carpeting and paint colors.

Council Member Hull asked how many new chairs would be bought for the Council Chambers. Public Works Director Peterson stated 50 chairs would be purchased.

Mayor Mueller thanked staff for separating these bids out in order to get this project done in a more cost effective manner.

MOTION/SECOND: Hull/Meehlhause. To Waive the Reading and Adopt Resolution 9247, Approving the Proposals for Painting, Carpet and a New Administration Entrance as Part of Past 2 for the City Hall/Police Remodel.

Ayes – 5

Nays – 0

Motion carried.

**G. Resolution 9246, Support of HFXXXX Fire Pension Aid Apportionment.**

City Administrator Zikmund requested the Council support HFXXXX for the Fire Pension Aid Apportionment. He described the trend for Fire Departments transition away from volunteer to full-time or combination organizations. He reported this House File was in response to this issue and would protect the pensions set aside for volunteer fire fighters. He commented on the complications of moving this bill forward and requested the Council approve allocating \$5,000 to assist with lobbying efforts for this bill. He stated it was his hope this issue could be resolved, but anticipated it may take some time. He explained the SBM Fire Department was in a good position along with the health of its pension.

Mayor Mueller asked what portion of the 2020 budget would be used to cover the \$5,000

allocation. Finance Director Beer stated this would come out of the Contractual Services portion of the budget. He noted funds were available to cover this expense.

Mayor Mueller requested further information from staff regarding the importance of the SBM Fire Pension to the Fire Department. City Administrator Zikmund explained the turnover of volunteer fire fighters has been a historically chronic issue for volunteer fire departments. He reported the pension was created to assist with recruitment and retention of volunteer fire fighters. He commented on how the pension was dramatically improving the retention rates for the SBM Fire Department. He explained there was a strong commitment to maintain the SBM Fire Department model.

Council Member Bergeron asked if there would be any winners or losers in this. City Administrator Zikmund explained everybody becomes a winner because the pension was shared. He commented further on the SBM staffing model.

MOTION/SECOND: Meehlhause/Bergeron. To Waive the Reading and Adopt Resolution 9246, Support of HFXXXX Fire Pension Aid Apportionment.

Ayes – 5                      Nays – 0                      Motion carried.

MOTION/SECOND: Meehlhause/Hull. To Direct Staff to Allocate \$5,000 for Lobbying Efforts regarding HFXXXX.

City Administrator Zikmund stated he would be speaking with the SBM member cities to gain further lobbying support.

City Attorney Riggs reported he supported the proposed lobbying efforts.

Ayes – 5                      Nays – 0                      Motion carried.

**9. REPORTS**

**A. Reports of Mayor and Council.**

Council Member Gunn reported the Mounds View Police Foundation would be meeting on Tuesday, March 3<sup>rd</sup>.

Council Member Gunn commented Ghana Fest would be held on Saturday, March 7<sup>th</sup> at the Mounds View Community Center.

Council Member Gunn encouraged the public to consider nominating a deserving Mounds View resident for Citizen of the Year. She indicated this award would be presented at the Town Hall meeting on Monday, April 20<sup>th</sup>.

Council Member Meehlhause stated he was proud to be a resident of Mounds View after attending the NYFS Service to Youth Awards event last Thursday. He commended Police Chief Harder for his efforts on behalf of the community.

Council Member Meehlhause reported he would be attending an NYFS Board meeting on Thursday, February 27<sup>th</sup>. He updated the Council on the hiring process that was being followed to hire a new Executive Director for NYFS. He reported interviews were held with the top five candidates last week and the top three would be brought back in for a second interview on Monday, March 2<sup>nd</sup>.

Mayor Mueller stated she will be attending the Ghana Fest on Saturday, March 7<sup>th</sup> at the Community Center.

Mayor Mueller reported the Mounds View Business Council would be meeting on Wednesday, March 4<sup>th</sup> at the Community Center and invited all businesses to attend.

Mayor Mueller stated the Festival in the Park Committee would be meeting next on Tuesday, March 17<sup>th</sup> at the Community Center at 7:00 p.m. She explained this group still needed volunteers to assist with planning the 2020 Festival.

**B. Reports of Staff.**

City Administrator Zikmund stated staff continues to review the H2OPP program and was recommending at this time that the administrative fee be reduced to \$150. Staff requested the Council make a motion to amend this fee. He asked if the Council supported refunding the residents that have already paid the higher fee for this program. The Council supported refunding these fees.

MOTION/SECOND: Gunn/Meehlhause. To Direct Staff to Reduce the H2OPP Program Fee from \$250 to \$150 and directing staff to refund the residents that paid the higher fee.

Ayes – 5

Nays – 0

Motion carried.

City Administrator Zikmund reviewed the items the Council would be addressing at the March worksession meeting.

**C. Reports of City Attorney.**

City Attorney Riggs had nothing additional to report.

**10. Next Council Work Session: Monday, March 2, 2020, at 6:30 p.m.  
Next Council Meeting: Monday, March 9, 2020, at 6:30 p.m.**



**11. ADJOURNMENT**

The meeting was adjourned at 8:21 p.m.

Transcribed by:

Heidi Guenther  
*Minute Maker Secretarial*