

**MINUTES
CITY OF ISANTI
CITY COUNCIL COMMITTEE OF THE WHOLE MEETING
TUESDAY, MAY 19, 2020 – 5:00 P.M.
CITY HALL**

Pursuant to Minn Statute 13D.02, the public body has determined that the Isanti City Council will not be able to hold the meeting in person due to the pandemic COVID-19. Pursuant to Minn Statute 13D.021, The Isanti City Council will be holding the City Council meeting via telephone by using GoToMeeting.com

The public can view & comment at the Committee meeting by visiting this website:
<https://global.gotomeeting.com/join/432271077>

or by calling into this number [+1 \(571\) 317-3112](tel:+15713173112) with this meeting ID 432-271-077

Mayor Johnson called the meeting to order at 5:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor Jeff Johnson, Councilors: Jimmy Gordon, Paul Bergley (arrived at 5:01 p.m.), Steve Lundeen (arrived at 5:01 p.m.) and Dan Collison

Staff Present: City Administrator Josi Wood, Human Resources/ City Clerk Katie Brooks, Chief of Police Travis Muyres, Finance Director Mike Betker, Community Development Director Sheila Sellman, Jenny Garvey (via telephone), Liquor Store Manager John Jacobi (via telephone) and City Attorney Joe Langel (via telephone)

D. Public Comment

None

E. Committee Meeting Items

1. Discussion on Summer Events

- Events in June such as Street Dance, Mayors Luncheon and Fireworks as the fireworks date was slated for a day the coincided with Jubilee and Rodeo days but those events have been cancelled by the organizers.
- Governors order is no gatherings of more than 10 people.
- The Community Center is closed currently because due to Governor Walz's order of no gatherings of more than 10 people with the exception of senior dining and the blood drive.
- The Lions Club is concerned if there is a limit of people
- Staff requested Committee of the Whole's recommendation on Summer events.
- Recommendation from Committee is to wait until the June 2th City Council meeting to discuss the street dance, request fireworks vendor to move fireworks to July 11th, Mayors Luncheon on June 17th to a later date that will be determined

and continue to keep the Community Center closed until the Governor's order is lifted to allow for more than 10 people in a gathering.

2. Liquor Updates

- Gross Profit for the months of February to April was 27.54%.
- March 18th, 2020 was the largest one day of sales ever at approximately \$35,000 at the start of the pandemic.
- March and April were both record breaking months with March sales at approximately \$325,000 and April at \$335,000.
- The liquor store has been following CDC guidelines as close as possible since it is considered an essential business.
- Public Works has put a split shield in front of the registers as well as provided gloves for all employees, regularly sanitizing doors and door handles and installed stickers on the floors to keep customers 6 feet apart.
- The liquor store hours have been modified to Monday-Saturday 9 a.m.-8 p.m.
- The liquor store has also enacted a credit card only form of payment that began April 6th, 2020.
- 3 staff members are working at all times to monitor the number of customers in the store in order to adhere to social distancing guidelines.
- The pet drive is currently going on for the month of May. Next month will be the 7th Annual "Support the Troops Drive" and will run from May 26th, 2020 through July 5th, 2020.
- The liquor store has faced many out of stock issues since the pandemic but the suppliers are doing what they can to best accommodate.
- Sales representatives have been calling in orders over the phone in order to stay out of the stores.
- Since the Star Tribune article came out in January there have been 9 new wine customers and most of them are case buyers.
- Beer distributors have lowered costs on bottle beer since the restaurants and bars are closed which helps raise gross profit.

3. Review Comp Plan Update

- Public input was gathered at the beginning of the process in 2019 and an Open House was held in January 2020 on the draft plan.
- At the March 17, 2020 public hearing a presentation was given by City staff and any concerns or questions by the public on the plan update were addressed.
- No further recommendations were made from Committee.

4. Discussion Annex Property Enforcement

- It was discussed at the December 2019 Committee of the Whole meeting general code enforcement on parcels recently annexed into the City.
- The focus was mostly on parking and vehicles.
- It was agreed that any outside storage of rubbish, junk, inoperable vehicles, miscellaneous refuse or garbage will be enforced immediately.
- It was discussed at the February Committee of the Whole a rough draft of an ordinance amendment was presented.

- The draft included limits on size of vehicles and number of vehicles for parcels over 1-acre.
- The Committee openly discussed one member of the public that spoke at the meeting suggested that the current code be enforced when property ownership changed and until the people that live there are allowed to have what they currently have for vehicles, trailers etc. and Committee directed staff to look at the logistics of the idea.
- At the March Committee of the Whole meeting the Committee discussed this item and requested staff to draft an ordinance to review.
- Staff discussed ownership idea with the City Attorney and he explained that will be quite difficult to enforce.
- Staff suggested creating a specific zoning district for the annexed parcels that will allow for some of the concessions that Committee would like including driveways and number of vehicles/ trailers.
- The City Attorney suggested including all residential parcels over one acre south of Palomino.
- The proposed district maintains the same uses and general requirements of the R-1 zone but has different allowances for driveways and number of vehicles.
- Recommendation from Committee is to move forward with public hearing at Planning Commission meeting on June 16th, 2020 to adopt ordinance and then come back to City Council meeting for approval on July 7th, 2020.

5. Building Permit Fees

- In 2003 the City of Isanti adopted the State Building Code by ordinance and is regulated in Chapter 111 of the City Code which states “The application, and enforcement of this code shall be in accordance with the Minnesota State Building Code.”
- Section 1300.0130 Sub. 3 of the State Building Code states “The building official shall receive applications, review construction documents and issue permits for the erection, alteration, demolition, moving and repair of buildings, structures, including all other equipment systems regulated by the code.”
- Section 1300.0130 requires construction documents to be submitted for review.
- Building permit fees are set in the fee schedule that is adopted by the City Council on an annual basis.
- MN State Statute outlines a fee schedule that can be adopted or cities can adopt their own.
- City of Isanti schedule is very similar to what is in statute.
- The city’s plan review fee is based on the statute.
- Recommendation from Committee is to discuss and review the fee schedule.

6. Discussion of COVID-19 Related Expectations for 2021 Budget

- Department Heads will begin meeting to review the budget for 2021.
- Evaluations for taxes payable are already locked into 2021 from January 2nd.
- Unemployment are near 25% may have some impact.
- No further recommendations were made from Committee.

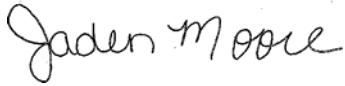
7. Code Enforcement Process Discussion

- Since 2016 if a complaint is received a letter is sent out and there is 14 days for the property owner to become compliant and after 14 days a citation is issued.
- Staff requested guidance if Committee would like to continue with this process.
- Recommendation from Committee is to bring back to Committee of the Whole meeting for future discussion.

F. Adjournment

Meeting was adjourned at 7:01 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jaden Moore".

Jaden Moore

Deputy City Clerk/ Human Resources