

**MINUTES
CITY OF ISANTI
CITY COUNCIL
JANUARY 15, 2013
ISANTI CITY HALL**

Mayor Wimmer called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor George Wimmer, Councilors Sue Larson, Adam Johnson, Steve Lundeen and Dan Collison

Members Absent: None

Staff Present: City Administrator/City Clerk Don Lorsung, City Attorney Clark Joslin, Finance Director Sarah Cotton, Human Resources/Deputy City Clerk Karissa Henning, Police Lieutenant Gene Hill, Economic Development Director Sean Sullivan, Planning and Parks Director Lisa Wilson and City Engineer Brad DeWolf

D. Adopt Agenda

Motion by Larson, second by Johnson to approve the agenda as presented. Motion carried unanimously.

E. Proclamations/Commendations/Certificate Awards

1. Commendation to Public Works Director Patrick Meyer

Mayor Wimmer recognized Public Works Director Patrick Meyer for exemplary service to the City of Isanti from November 25, 2002 through January 31, 2013. Mayor Wimmer thanked Patrick Meyer for his hard work and dedication to the City of Isanti and its residents and congratulated him on his retirement.

F. Approve City Council Minutes

Motion by Larson, second by Lundeen to approve the minutes of the January 7, 2013 regular meeting of the City Council. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

Announcements were read.

I. Council Committee Reports

Councilor Larson reported on:

- **Isanti Area Library Link**
 - Trying to arrange a 6:30 p.m. story reading for kids before the 02-05-2013 City Council meeting in Isanti Council Chambers

- **Community Center Task Force**
 - Looking into grant opportunities
 - Family fun day
 - Dial a story
- **School Board**
 - Committee assignments have not been made yet

J. Public Hearings

None.

K. Business Items

1. County Road 5 Addressing Discussion

Mayor Wimmer reported that he received a response from Isanti County Sheriff Monson. The County Board will be handling the City's request to work out the doughnut hole issue at a later date. Mayor Wimmer noted the Council will need to think about whether or not they should consider renaming County Road 5. Mayor Wimmer stated that with the Chambers invitation, Isanti County Sheriff Monson and Deputy Sheriff Caulk will be meeting in the Isanti Council Chambers at 6:00 p.m. on January 28, 2013 for an informational session and discussion on the County Road 5 addressing issue.

Jan Peterson from the Isanti Chamber of Commerce mentioned she had talked to some of the local businesses and because of the costs associated with re-addressing; businesses are not in support the addressing changes. Peterson informed the Council that the costs range from \$1,000 - \$2,000 per business if addressing changes took place.

Mayor Wimmer requested a public meeting notice be posted for the County Road 5 informational meeting in case there is a quorum of Council members attending.

Motion by Larson, second by Lundeen to post the County Road 5 informational meeting in a public meeting notice to comply with Minnesota open meeting law. Motion carried unanimously.

2. Re-Posting for the Park and Recreation Vacant Seats Discussion

a. Resolution No. 2013-014 to Appoint Candidate to Fill to Open Park and Recreation Seat and Hereby Amend Resolution No. 2013-003

Mayor Wimmer stated the City did not receive enough applications for the Park and Recreation Board and that there is still a remaining vacant seat along that needs to be filled. Mayor Wimmer informed the Council that the City did receive a late application from Jamie Bergwick for the Park and Recreation Board. Mayor Wimmer noted the City has not yet posted to fill the vacancies again and questioned if Council would like to re-post or consider Jamie Bergwick for the vacant Park and Recreation Seat. There is still a vacancy for the student seat for the Park and Recreation Board.

Motion by Larson, second by Lundeen to appoint Jamie Berwick to the vacant Park and Recreation Board seat. Motion carried unanimously.

3. Resolution No. 2013-015 Authorizing the Purchase of a New Server, Server Software, Firewall and Server Recovery System for City Hall Using City Technology Funds

Cotton reported that City Hall has experienced a lot of downtime due to the current server. Cotton noted that there is currently \$15,211 dollars in the technology fund. Staff has reviewed and compared prices for the costs associated with replacing the server along with other suggested items by the City's technology consultant to ensure staff's computers and documents are protected. Cotton mentioned the City has approved to purchase a computer for the Police Department; with the costs of the Police Department computer and the server, software, firewall and back-up recovery system, the technology fund would be down to around \$3,200. Cotton noted that the costs for the server and additional items would be around \$11,134 plus tax, along with the yearly costs for required license renewals on the software.

Mayor Wimmer made comment that the technology fund is replenished by the cable company for their franchise within the City. This is how the City funds a majority of technology purchases with this money. Mayor Wimmer also noted a lot of the Police Department's technology purchases have been able to be done through grants and forfeiture monies.

Cotton added that from the cable company, the City does receive monthly contributions to the technology fund, so over time it will be replenished.

Motion by Lundeen, second by Larson to approve Resolution No. 2013-015 as presented.
Motion carried unanimously.

4. Request from the City of Isanti to Amend Ordinance No. 445 Zoning, Section 6 Residential Districts to Increase the Driveway and Parking Area Setback from Three (3) to Five (5) Feet

- a. **Ordinance No. 547 Amending Ordinance No. 445 Zoning, Section 6 Residential Districts; Article 1 "R-1" Single Family Residential, Subdivision 6 Lot Requirements and Setbacks, (E) Driveway Requirements; Article 2 "R-2" Single Family Residential District, Subdivision 6 Lot Requirements and Setbacks, (E) Driveway Requirements; Article 3 "R-3A" Low Density Multiple Family District, Subdivision 7 Lot Requirements and Setbacks, (F) Driveway Requirements; Article 4 "R-3B" Medium Density Multiple Family Districts, Subdivision 7 Lot Requirements and Setbacks, (F) Driveway Requirements; and Article 5 "R-4" Multiple Family Dwelling District, Subdivision 7 Lot Requirements and Setbacks, (D) Driveway and Parking Lot Requirements to Increase the Driveway and Parking Area Setback from Three (3) Feet to Five (5) Feet.**

Wilson reported the ordinance amendment adjusts driveway setbacks and parking pads in residential districts from three to five feet. Side guard drainage and utility easements are set at five feet and many times in working with property owners it is requested to have the setbacks and parking pads at five feet. The Planning Commission reviewed this matter in a public hearing and approved the amended ordinance. The Planning Commission did stipulate this be for new construction only.

There was further discussion that this amendment clarifies and helps make a standard. This also helps prevent future costs of property owners moving forward if the City does construction.

Motion by Larson, second by Johnson to approve Ordinance No. 547 as presented. Motion carried unanimously.

5. Planned Unit Development Amendments

- a. **Resolution No. 2013-016 Approving an Amendment to the Villages on the Rum Planned Unit Development, to Include all Property within any Subsequent Additions or Phases, to Eliminate the Cove Line Setback Requirement Shown on Approved Plans and Specifications.**
- b. **Resolution No. 2013-017 Approving an Amendment to the Villages on the Rum Third Addition, Phase 3 Planned Unit Development to Reduce the Side Yard Setback from Fifteen (15) Feet to Ten (10) Feet; in Accordance with Approved Plans and Specifications for the Development.**

Mayor Wimmer noted these planned unit development amendments will help clear up some language and noted there was a split vote on this when it was reviewed by the Planning Commission.

Larson stated this particular planned unit developed is unique because of the difference sizes and shapes of the lots.

Mayor Wimmer noted the City standard is ten feet and that the amendments make for more consistency within the City. Mayor Wimmer made comment that the amendments also make it easier to keep track of houses that are to be built and gives owners more ability to build on lots. Mayor Wimmer noted the fifteen feet setback might have been put in place when there were multiple unit dwellings and that when the multiple unit dwellings switched back to single units, the setback did not change.

Lorsung agreed and stated he believes the fifteen feet setback was for multiple unit dwellings.

Larson made comment on the cove line setback and the thought that the setback was most likely put in place to make sure houses were not built too close together.

Motion by Lundeen, second by Johnson to approve Resolution No. 2013-016 and Resolution No. 2013-017 as presented. Motion carried unanimously.

6. 2013 Council Committee Meeting Schedule

Motion by Lundeen, second by Johnson to approve the 2013 Council Committee meeting schedule as presented. Motion carried unanimously.

L. Approve Consent Agenda

- 1. Consider Accounts Payable in the Amount of \$199,380.48
- 2. Final Minutes of the December 11, 2012 Planning Commission Meeting

3. Approval of Letter of Understanding Between Isanti County Public Health Services and the City of Isanti Relating to the Administration of Hepatitis B Vaccinations

Motion by Lundeen, second by Larson to approve the Consent Agenda as presented. Motion carried unanimously.

Adjournment

Motion by Lundeen, second by Larson to adjourn. Motion passed unanimously. Meeting adjourned at 7:26 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk