

**MINUTES  
CITY OF ISANTI  
CITY COUNCIL MEETING  
TUESDAY, DECEMBER 1, 2020 – 7:00 P.M.  
CITY HALL**

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

The Pledge of Allegiance was recited.

Members Present: Mayor Jeff Johnson, Councilors: Jimmy Gordon, Paul Bergley, Steve Lundeen and Dan Collison (via Telephone)

Members Absent: None

Staff Present: City Administrator Josi Wood, Human Resources/ City Clerk Katie Brooks, Community Development Director Sheila Sellman, Finance Director Mike Betker, City Engineer Jason Cook, Assistant Finance Director Pam Dahlheimer, Chief of Police Travis Muyres and Liquor Store Manager John Jacobi

**D. Public Comment**

None

**E. Adopt Agenda**

Motion by Lundeen, second by Bergley to approve agenda as presented. Motion passed 5-0. Motion carried.

**F. Proclamations/ Commendations/ Certificate Award**

None

**G. Approve City Council Minutes**

1. November 17, 2020- Regular Meeting of the City Council
2. November 17, 2020- Committee of the Whole Meeting
3. November 17, 2020- Canvass Board Meeting
4. October 20, 2020- Planning Commission Meeting

Motion by Lundeen, second by Bergley to approve minutes as presented. Motion passed 5-0. Motion carried.

**H. Announcements**

- |                                |   |
|--------------------------------|---|
| 1. Committee of the Whole      | Tuesday, December 15, 2020 at 5:00 p.m. |
| 2. City Council Meeting        | Tuesday, December 15, 2020 at 7:00 p.m. |
| 3. Planning Commission Meeting | Tuesday, December 15, 2020              |

*(Immediately following the City Council Meeting)*

**I. Council Committee Reports**

Mayor Johnson shared that the Fire District is in the final stages of purchasing the building thanks to Administrator Wood.

## **J. Public Hearings**

None

## **K. Business Items**

### **Finance Director Mike Betker**

#### **Truth-In-Taxation (Presentation, Public Comment)**

Finance Director, Mike Betker, shared a PowerPoint presentation in regards to the 2021 Budget. Highlights from the presentation include how property tax is calculated, a proposed tax rate for 2021 of 61.18% with 0.0% change from 2020. Betker continued to share the components of the municipal budget: Operating Revenue/ Expenditures, Intergovernmental Revenue/ Expenditures, Capital Projects and Capital Maintenance/ Replacement and an overview of the budget summary. The proposed Levy is \$3,025,763. Betker stated it has gone up due to Public Works building, Amphitheater, Restrooms and Splash Pad projects. Even though the tax rate change is 0.0%, the tax rate has come down a lot with the average tax rate from 2016 to 2020 is 74.77% and the average tax rate from 2006 to 2020 is 67.63%.

Mayor Johnson opened the meeting for public input at 7:38 p.m.

No one from the public spoke.

Councilmember Bergley asked how much money was being saved by hiring a Building Official “in- house”.

Betker stated at least \$100,000.

Councilmember Lundeen mentioned that keeping the tax rate flat is huge.

Councilmember Gordon shared his concerns regarding building an Amphitheater.

#### **1. Resolution 2020-208 Adopting the 2021 Final Budget**

Motion by Lundeen, second by Bergley. Motion passed 4-1 with Gordon voting nay. Motion carried.

#### **2. Resolution 2020-209 Adopting Final 2020 Tax Levy, Collectable 2021**

Motion by Lundeen, second by Collison. Motion passed 4-1 with Gordon voting nay. Motion carried.

#### **3. Resolution 2020-210 Adopting Final 2021 Enterprise Fund Budgets**

Motion by Collison, second by Bergley. Motion passed 5-0. Motion carried.

#### **4. Resolution 2020-211 Approving a Cost of Living Adjustment (COLA) for Non-Union Employees**

Motion by Bergley, second by Collison. Motion passed 5-0. Motion carried.

5. Consider Debt Levy Variance from Original Bond Register
  - A. **Resolution 2020-212** Reducing Debt Levy Requirements for GO Bond 2010B
  - B. **Resolution 2020-213** Reducing Debt Levy Requirements for GO Bond 2011A

Motion by Begley to approve 5.A. and 5.B., second by Collison. Motion passed 5-0. Motion carried.

**City Administrator Josi Wood**

**6. Ordinance-741** Amending City Code, Chapter 300 Trails

City Administrator, Josi Wood, shared that there were no major changes. The changes include bituminous trails will be plowed by Public Works when snow is more than 2 inches per the Snow Plowing Policy and minor revisions to clarify the intent of the chapter.

Motion by Lundeen, second by Gordon to approve Ordinance as presented. Motion passed 5-0. Motion carried.

**7. Ordinance-742** Repealing and Replacing Chapter 230, Parks and Recreation Areas

City Administrator, Josi Wood, shared that the Ordinance was repealed because of significant changes. The chapter has been simplified to have one section on violations and enforcement. The most significant change to the chapter is adding in the sledding hill rules to be enforceable. Wood further shared that language was included regarding; special event permits, geocaching, golfing in park areas, interfering in games/ recreation, camping unless permitted by a permit, destroying plants/ trees and not removing wood unless permitted by City Administrator or designee.

Motion by Lundeen, second by Bergley to approve Ordinance as presented. Motion passed 5-0. Motion carried.

**8. Ordinance-743** Amending City Code Chapter 65, Administrative Penalties

City Administrator, Josi Wood, shared that this was brought before Committee of the Whole a few months back but was not formalized by adopting the Ordinance because this chapter needed to be in conjunction with the fee schedule amendments which will be at the next City Council meeting. There were no major changes or than making sure the chapter was within State Statute compliance and allowing for a \$75 Public Hearing fee which pays for the judge.

Motion by Lundeen, second by Bergley to approve Ordinance as presented. Motion passed 5-0. Motion carried.

**9. Ordinance-744** Repealing and Replacing Chapter 216, Public Nuisances Affecting, Peace, Safety and General Welfare

City Administrator, Josi Wood, shared that this chapter was reviewed at the previous Committee of the Whole meeting. There were policies previously adopted by Resolution and for Code Enforcement to have more definition of what is considered a nuisance violation. Changes include detailed definitions of noxious weeds, grass and other rank growths, nuisance grass over 8", inclusion of snow and sidewalk clearing to be consistent with the snow plowing policy, inclusion of objects causing obstructions, wire and limbs that

are hazards, obstructing water flow, and building condition and detailed language for the notice and abatement process and procedures.

Motion by Lundeen, second by Bergley to approve Ordinance as presented. Motion passed 5-0. Motion carried.

**10. Ordinance-745 Amending City Code Chapter 284, Streets and Sidewalks**

City Administrator, Josi Wood, shared that this was reviewed at the last Committee of the Whole meeting. Significant changes include clarified language to be consistent with process by Resolutions, updated addressing language to be consistent with Fire Code, updated staff titles and materials on the street have been removed from this section and referenced within Chapter 216.

Councilmember Bergley addressed concerns regarding violations and penalties.

Councilmember Gordon addressed concerns regarding section 12 of property owner making repairs to sidewalk.

Motion by Lundeen to approve resolution with added language if a property owner is at fault for damage, they will need to make repairs, second by Gordon. Motion passed 4-1 with Bergley voting nay. Motion carried.

**~~11. Liquor Store RFP Fee Proposal~~**

**~~12. Liquor Store Engineering & Architectural Services Proposal (Postponed from 11-17-2020 Meeting)~~**

A motion was made by Lundeen to remove K.11 and K.12 and discuss at a later date, seconded by Bergley. Motion passed 5-0. Motion carried.

**Community Development Director Sheila Sellman**

**13. Development Agreement Amendment Legacy Pines**

Community Development Director, Sheila Sellman, shared that the developer has requested to reduce the letter of credit for Legacy Pines Development. When this is done, the City Engineer reviews the request and will bring any of the reductions to Council. In the developer's agreement there is a clause that the City needs to keep 125% of the Engineers estimate until the project is complete, but it can be reduced upon request. 20% is the lowest it can be reduced until it has been completed. The developer has requested lower than what is allowed in the developer's agreement and in order to do that the developers agreement will need to be amended. Staff does not recommend it as it has not been done in the past and holds the City with liability of any improvements that are not done. Sellman further shared that the Engineer's recommendation is to keep \$396,740.66 and the Developer is requesting \$180,000.

Legacy Pines Developer Bob Machacek stated that he understands the development agreement and he understands why City's do it; but when there is \$150,000 of work left to do and the City want to hold almost \$400,000 for the next 6 months, he's asking for reasonableness from the City.

Motion by Bergley to drop 10% on the accepted finished work and still stay at 20% for things that are installed that aren't accepted and hold 125% on things not completed by Bergley, second by Gordon. Motion passed 5-0. Motion carried.

**L. Approve Consent Agenda**

1. Accounts Payable in the Amount of \$285,240.16 Payroll in the Amount of \$108,975.88
2. Sign Consideration for Best Western
3. **Resolution 2020-214** Awarding Quote and Authorizing to Enter into a Contract for Copier Services

Motion by Lundeen, second by Bergley to approve consent agenda as presented. Motion passed 5-0. Motion carried.

**M. Closed Session**

1. City Administrator Performance Review

At 9:25 p.m. the City Council went into closed session regarding performance of the City Administrator.

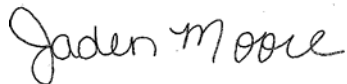
Upon reopening of the meeting at 9:53 p.m., no action was taken.

**Adjournment**

Motion by Lundeen, second by Bergley to adjourn. Motion passed 5-0. Motion carried.

Meeting adjourned at 9:53 p.m.

Respectfully Submitted,



Jaden Moore  
Deputy City Clerk/Human Resources