

**MINUTES  
CITY OF ISANTI  
CITY COUNCIL MEETING  
TUESDAY, DECEMBER 17, 2019 – 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

Members Absent: None

Staff Present: City Administrator Josi Wood, Human Resources/ City Clerk Katie Brooks, Community Development Director Sheila Sellman, City Engineer Jason Cook and Chief of Police Travis Muires

**D. Adopt Agenda**

Addendum:

**Add AP in the amount of \$4,658.70 to K.1**

Motion by Lundeen, second by Bergley to approve agenda with the modification listed above.

**E. Proclamations/Commendations/Certificate Awards**

None

**F. Approve City Council Minutes**

1. December 3, 2019- Regular Meeting of the City Council
2. October 1, 2019- Economic Development Authority
3. November 5, 2019- Economic Development Authority

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

**G. Announcements**

1. **CITY OFFICES CLOSED**  
Tuesday, December 24, 2019 (All day)  
*(In Observance of Christmas Eve)*  
Wednesday, December 25, 2019  
*(In Observance of Christmas Day)*  
Wednesday, January 1, 2020  
*(In Observance of New Year's Day)*
2. City Council Meeting  
Tuesday, January 7, 2020 at 7:00 p.m.
3. EDA Meeting  
Tuesday, January 7, 2020  
*(Immediately following City Council Meeting)*

**H. Council Committee Reports**

Councilor Lundeen shared that the Joint Powers Agreement that was approved by City Council at the previous City Council meeting on December 3, 2019 has been tabled at the Fire District meeting for further discussion.

**I. Public Hearings**

None

**J. Business Items**

1. **Resolution 2019-319** Authorizing Police Department to Accept the Knights of Columbus Winter Coat Donation for Children in Need *(Rick Dassinger)*

Rick Dassinger from Knights of Columbus shared that the Knights of Columbus has been doing the winter coat donation for about 6 years. Dassinger continued to share that the goal every year is to achieve 2 to 4 boxes of coats every year.

Mayor Johnson asked if the coats are brand new.

Dassinger stated that they are new coats and they go out to the garment manufacturers to achieve the best deal for coats.

Councilor Collison asked how many coats are in a box.

Dassinger stated that there are 26 coats per box.

A motion was made by Lundeen, seconded by Collison to approve the resolution as presented. Motion passed 5-0. Motion carried.

**City Administrator Josi Wood**

**2. Ordinance-714** Amending City Code Chapter 445 Zoning Ordinance Section 16 Signs

City Administrator Josi Wood shared that this ordinance was discussed at Committee of the Whole. Wood continued to share that this is an amendment to the Chapter 445 for section of signs to clarify the sign area will include the face of the sign and not all the faces.

A motion was made by Lundeen, seconded by Gordon to approve the Ordinance as presented. Motion passed 5-0. Motion carried.

**City Engineer Jason Cook**

**3. Resolution 2019-320** Authorizing Engineering Services for the 2020 Storm System Maintenance Project

City Engineer Jason Cook shared that this resolution is to continue the annual maintenance program that got identified during the study in 2015 where storm apron and ponds within the city were reviewed for compliance of the MS4 program. Cook continued to share that this coming year was slated to be culverts along Whiskey Road but after review, most of those culverts are sitting half a foot to a foot below the ditch bottom because the ditch is filled in. Cook further shared that he contacted the County to see what their timeline is for ditch maintenance and the County's response is that they do not currently have a schedule for that work. Cook stated that as it is not budgeted at this time and to buy a little more time, he recommends switching to the 2021 maintenance year. Cook stated that there was no specific reason for this segment being before or after the other but it was to break down the overall system. Cook additionally shared that there is no need to do one versus the other so to buy more time Cook recommended doing the northern region of Isanti this coming year.

A motion was made by Lundeen, seconded by Bergley to approve the resolution as presented. Motion passed 5-0. Motion carried.

**4. Resolution 2019-321** Authorizing Engineering Services for the 2020 Pavement Management Project

City Engineer Jason Cook shared that this is for the annual maintenance program that was identified during the pavement evaluations which created a 10 year program where the City is on its 3<sup>rd</sup> year of going through the system of streets that are identified as needing maintenance prior to bring too failed to perform the maintenance where larger projects would have to be done to rehabilitate them. Cook continued to share that the streets on the Northeast region of the City would be evaluated the need for seal-coat and mill and overlay.

A motion was made by Gordon, seconded by Lundeen to approve the resolution as presented. Motion passed 5-0. Motion carried.

**Community Development Director Sheila Sellman**

**5. Resolution 2019-322 SAC and WAC Deferral Program**

Community Development Director Sheila Sellman shared that this is a program that was created in 2015 to defer SAC and WAC payments and so far, it has been done on single family homes. Sellman continued to share that it defers the payment until a building permit is issued. Sellman further shared that this is approved every year by City Council and Sellman asked the City Council if they would like to approve indefinitely or would like it to still come back to City Council every year because the program expires December 31<sup>st</sup>, 2019.

A motion was made by Lundeen, seconded by Collison to approve SAC and WAC Deferral Program indefinitely. Motion passed 5-0. Motion carried.

**K. Approve Consent Agenda**

1. Consider Accounts Payable in the Amount of \$237,458.76 Payroll in the Amount of \$148,764.84
2. **Resolution 2019-323** Approving Part Time Deputy City Clerk/ Human Resources to Full Time Status
3. **Resolution 2019-324** Approving the Revised Job Description for the Position of Planner
4. **Resolution 2019-325** Approving the New Part Time Position of Community Service Officer (CSO)
5. **Resolution 2019-326** Accepting Part-Time Liquor Store Clerk Carla Scharber's Letter of Resignation
6. **Resolution 2019-327** Accepting Full-Time Police Officer Joseph Vogl's Letter of Resignation
7. **Resolution 2019-328** Approving 2020 Farmers Market Rules and Regulations and Vendor Application
8. **Resolution 2019-329** Approving the Purchase of a 1993 Water Truck from the City of Cambridge
9. **Resolution 2019-330** Approving the Sale of Surplus/Abandoned Property Held by the Police Department at Public Auction
10. **Resolution 2019-331** Approving Amendment to the 2019 Budget
11. Annual City Administrator Review Summary

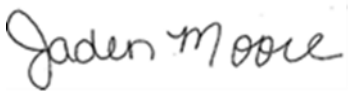
Motion by Bergley, second by Lundeen to approve Consent Agenda as presented. Motion passed 5-0. Motion carried.

**L. Other Communications**

1. Draft Minutes from the November 26, 2019 Parks, Recreation and Culture Board Meeting
2. November Police Department Report
3. November Code Enforcement Officer Report
4. November Building Inspector Report
5. December Engineering Project Status Report

**Adjournment**

Motion to adjourn by Lundeen, second by Bergley. Motion passed 5-0. Motion carried. The meeting was adjourned at 7:28 p.m.



Jaden Moore  
Deputy City Clerk/ Human Resources