

**MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 4, 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

Members Absent: None

Staff Present: City Administrator Josi Wood, Human Resources/ City Clerk Katie Brooks, City Engineer Jason Cook, Assistant City Administrator/ Special Projects Don Lorsung, Public Services Director Matt Sylvester, Community Development Director Sheila Sellman and Chief of Police Travis Muyres

D. Adopt Agenda

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

E. Proclamations/Commendations/Certificate Award

None

F. Approve City Council Minutes

1. January 21, 2020- Regular Meeting of the City Council
2. January 21, 2020- Committee of the Whole Meeting
3. December 17, 2019- Planning Commission Meeting
4. January 27, 2020- Goal Setting Meeting

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

G. Announcements

1. CITY OFFICES CLOSED

2. Committee of the Whole
3. City Council Meeting
4. Planning Commission Meeting

Monday, February 17, 2020
(In Observance of President's Day)
Tuesday, February 18, 2020 at 5:00 p.m.
Tuesday, February 18, 2020 at 7:00 p.m.
Tuesday, February 18, 2020
(Immediately following the City Council Meeting)

H. Council Committee Reports

None

I. Public Hearings

None

J. Business Items

City Administrator Josi Wood

1. Ordinance-719 Amending City Code Chapter 76, Possession, Sale and Consumption of Alcoholic Beverages

Assistant City Administrator/ Special Projects Don Lorsung shared that staff has finished a complete review and update of City Code Chapter 76. Lorsung further shared that included in the update is the new language for licensing of Culinary Class Limited Licenses, Micro Distilleries, Micro Distilleries Cocktail Rooms, Municipal Liquor Store as well as reordered and updated language. Lorsung continued to share that the City Attorney has reviewed the updated City Code and Committee of the Whole and recommended for City Council consideration.

Motion by Collison, Second by Bergley to approve Ordinance as presented. Motion passed 5-0. Motion carried.

2. Ordinance-720 Repealing and Replacing Ordinance No. 485, Adopted on May 5, 2010, and Titled Peddlers, Solicitors, and Transient Merchants

Assistant City Administrator/ Special Projects Don Lorsung shared that staff has finished a complete review and update of City Code Chapter 485 with added language for mobile food units. Lorsung further shared that the major changes to the code are include extension to Peddler, Solicitor and Transient Merchant licenses to all zoning districts, fundraising activity with payment or exchange for product would be included in solicitor licenses per recommendation of the City Attorney and the addition to Mobile Food units in commercial areas and private property with applicable regulations. Lorsung stated that the City Attorney has reviewed the updated City Code and Committee of the Whole has recommended City Council consideration.

Councilmember Collison asked if the code included football coupon cards.

Lorsung state that they would need to get a solicitor permit for the entire organization before they can proceed with the activity.

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

3. Ordinance-721 Repealing and Replacing Ordinance No. 666 Adopted on January 3, 2017, and Titled Burning, Open

Chief of Police Travis Muyres shared that this ordinance was brought to Committee of the Whole. Muyres further shared that the changes include permits are eliminated from the City and transfers issuance of permits through the fire district. Muyres continued to share that the City Attorney has reviewed the updated City Code and Committee of the Whole has recommended City Council consideration.

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

4. Ordinance-722 Amending the Code for the City of Isanti, Chapter 8 City Council, Article III, Section 8-21 Order of Business and 8-26 Public Comment at Council Meetings and at Public Hearings

City Administrator Josi Wood shared that this was reviewed at Committee of the Whole per advice from the City Attorney that he recommend that citizen input should be renamed to public comment and place it within the call of order in the City Council meeting.

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

5. Ordinance-723 Repealing Chapter 68 of the Isanti City Code of Ordinances Relating to Adult Uses and Adopting a New Chapter 68

Community Development Director Sheila Sellman shared that per the City Attorney that the regulations for adult uses needs to be updated. Sellman further shared that the draft ordinance was drafted by the League of Minnesota Cities Attorney. Sellman continued to share that it has been reviewed at Committee of the Whole and the Committee has recommended approval. Sellman further stated that this ordinance repeals the current ordinance with the drafted language and in addition there will be some zoning ordinance amendments that will take place for zoning districts and where it is a permitted use and will be coming forth to the Planning Commission. Sellman further stated that all zoning ordinances need to have a public hearing at the Planning Commission before it can be reviewed at City Council.

Mayor Johnson asked if the ordinance is going to Planning Commission too.

Sellman shared that this ordinance only goes before City Council but based on some of the changes in the ordinance there needs to be changes to the zoning code.

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

6. Proposed Ordinance and Policy (Discussion Only)

City Administrator Josi Wood shared that the reason it is coming to City Council in draft form is because it was not brought to Committee of the Whole. Wood further shared that she would like advisory from City Council whether or not drafts need to be sent to Committee of the Whole by advice and direction from the City Attorney that it is unnecessary and can potentially prolong the passing of ordinances. Wood continued to share that the City Attorney said most cities have staff post for the 10 days that is required by state statute to give notice to the public and then go right before City Council.

Motion by Lundeen, second by Gordon to approve staff to post draft ordinances for the required 10 days and bring directly to City Council meetings.

- a. City Code Chapter 276 Amendment
- b. Draft Special Assessment Policy

Assistant City Administrator/ Special Projects Don Lorsung shared that the City Code Chapter 276 was developed in 1991 and has only been amended once over the years. Lorsung further shared that the updates to the policy include funding options, matching policy to current practice and updates

recommended by the City Engineer, Finance Director and the League of Minnesota Cities. Lorsung continued to share that as a part of this update the City Code Chapter itself will be amended to be include deferral of assessments and move to a resolution for Special Assessment Policy to be reviewed from time to time. Lorsung stated that the City Attorney has reviewed the Ordinance City Code and Policy and recommends consideration.

Motion by Lundeen, second by Bergley to post Ordinance for the required 10 days. Motion passed 5-0. Motion carried.

7. Resolution 2020-020 Amending the Isanti Legacy Recognition Policy

City Administrator Josi Wood shared that this was discussed at Committee of the Whole and is to bring awareness to residents and citizens to make sure they know that City Council would like to recognize either state or national recognition that has been done within the City or anything within that nature. Wood stated there is a form that residents and citizens can receive from the Parks, Recreation and Culture Manager. Wood further shared that recommendations would come to Committee of the Whole and if Committee of the Whole recommended that they be recognized by City Council then it would be brought to City Council and they would be awarded with a Legacy medal.

Motion by Collison, second by Begley to approve resolution as presented. Motion passed 5-0. Motion carried.

City Engineer Jason Cook

8. 6th Avenue Rehabilitation Preliminary Engineering Report

- a. **Resolution 2020-021** Receiving Feasibility Report and Calling Hearing on the 6th Avenue SW Rehabilitation Project
- b. **Resolution 2020-022** Authorizing Preparation of Plans on the 6th Avenue SW Rehabilitation Project

City Engineer Jason Cook shared a brief presentation regarding 6th Avenue SW Rehabilitation project.

Councilmember Lundeen asked how often Isanti Hills Park gets used.

City Administrator Josi Wood stated that Isanti Hills Parks is not heavily used but it is one that is in need of deciding if City Council would like to replace it or use the funds elsewhere.

Councilmember Collison stated that it may not be used as much due to it being outdated and an older park.

City Council further discussed this matter.

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

Chief of Police Travis Muyres

9. Resolution 2020-023 Authorizing Purchase of 2019 AWD Dodge Durango and Associated Equipment

Chief of Police Travis Muyres shared that this is included in the Capital Improvement Plan along with the Fleet Management Plan and is up for purchase of another fully marked squad vehicle. Muyres continued to share that it was budgeted and allocated for \$46,350 and the difference between that and the \$59,726 is because Community Service Officer was added which changed the Fleet Management Plan because a vehicle was retained that was going to be replaced so the Community Service Officer will be driving that vehicle.

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

Public Services Director Matt Sylvester

10. Resolution 2020-024 Approving Boiler Replacement at the Public Works Shop

Public Services Director Matt Sylvester shared that in December 2019 the Boiler broke down at the Public Works Shop where TM Johnson Bros. were called to make repairs where TM Bros. informed staff that it is not repairable and the boiler would need to be replaced. Sylvester continued to share that boilers are on the 20-year Capital Improvement Plan as in floor heat boilers in fund 920 in the streets department. The boilers had been scheduled to be replaced in 2022 with the approximate cost of \$26,225 however, needs to be replaced now as it is only being run on the makeup air unit. Sylvester further shared to accept the quote City Council would authorize resolution for acceptance of the quote and also authorize the Finance Director to amend the 2020 budget to allow the expenditure with recommendation to accept quote form Deans Heating.

Motion by Lundeen, second by Gordon to approve resolution with recommendation to accept quote from Deans Heating. Motion passed 5-0. Motion carried.

K. Approve Consent Agenda

1. Accounts Payable in the Amount of \$328,199.66 Payroll in the Amount of \$107,229.84
2. **Resolution 2020-025** Designating Northland Securities as Municipal Financial Advisors
3. **Resolution 2020-026** Approving the Promotion of Danyette Phelps for the Position of Liquor Store Clerk III
4. **Resolution 2020-027** Approving Staff to Submit Applications for Grants Pertaining to Community Development
5. **Resolution 2020-028** Approving City Hall Display Case Policy and Reservation/ Agreement Form
6. **Resolution 2020-029** Approving an Exempt Gambling Permit to the Cambridge-Isanti Rotary Club

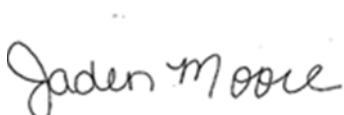
Motion by Bergley, second by Collison to approve Consent Agenda as presented. Motion passed 5-0. Motion carried.

L. Other Communications

1. Draft Minutes from the January 28, 2020 Parks, Recreation and Culture Board Meeting

Adjournment

Motion by Bergley, second by Lundeen to adjourn. Motion passed 5-0. Motion carried. The meeting was adjourned at 8:06 p.m.



Jaden Moore
Deputy City Clerk/ Human Resources