

City Council Proceedings

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State of Minnesota
Counties of Scott & Le Sueur
City of New Prague

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City Council Meeting
Monday, December 4, 2017

Mayor Nickolay called the meeting to order at approximately 6:00 p.m. with the following members present: Bass, Bruzek, Jirik, Nickolay, and Ryan.

Staff Present: Chief Gareis, Mike Johnson, Ken Ondich, and Patty Solheid.

It was moved by Jirik, seconded by Bass to approve the Agenda. All voted in favor. Motion carried. (5-0)

Mayor Nickolay called the Truth and Taxation Public Hearing on the 2018 Budget and the 2017 Property Tax Levy Payable 2018 to order at 6:01 p.m. There was no one present from the public at the hearing and there were no written comments received for the hearing. City Administrator Johnson was asked to provide a brief overview of the Staff's presentation on the 2018 Budget and the Payable 2018 Property Tax Levy.

At the conclusion of the presentation, Councilmember Bruzek encouraged City residents to take time to review the City's information and attempt to understand the property tax system. Overall, the City's proposed property tax levy for 2018 has been reduced from the initial proposed Property Tax Levy of \$4,166,200 (up \$169,210 or 4.23%) over the 2017 Levy of \$3,997,000, to \$4,089,000 (up \$92,000 or 2.3%). This levy was reduced by a total of \$77,200 from the original levy that went out on the Truth and Taxation notices. The 2018 Budget and Property Tax Levy will be considered and adopted at the December 18, 2017 Council meeting. Following discussion, it was moved by Nickolay, seconded by Bruzek to close the public hearing at 6:25 p.m. All voted in favor. Motion carried. (5-0)

Police Chief Gareis presented the annual Southwest Metro Drug Task Force (SWMDTF) Joint Powers Agreement for 2018. The Task Force serves the various governmental units in Hennepin, Carver, Scott and McLeod Counties. The annual dues for New Prague are \$2,100 and funding comes out of the City's Forfeiture Funds. If the City participates in the task force, Chief Gareis will continue to serve on the Governing Board. Following a brief discussion, it was moved by Ryan, seconded by Jirik to enter into the 2018 Joint Powers Agreement with the current members of the Southwest Metro Drug Task Force. All voted in favor. Motion carried. (5-0)

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Planning/Community Development Director Ondich presented the Memorandum of Understanding with the Scott County Community Development Agency (CDA) for the 2018 Corridor Readiness Grant for the Sanitary Sewer System Study Project. The City had applied for and received an Economic Development Incentive (EDI) Grant for 2018 in the amount of \$87,067 (67%).

The Grant will cover 2/3 of the costs of the proposed new Comprehensive Study Update to the City's sanitary sewer distribution system which was last updated in 2003. The purpose of the study is to address the significant community growth and development that has occurred since that time, attempt to model the existing system to assess the remaining capacity, and to determine the sizing and direction of the next distribution system trunk lines to meet development needs. The study should be completed in 2018.

The City's share of the \$130,600 study will be \$43,533 (33%) and is budgeted for in the 2018 Wastewater Budget. The City had also applied for grant funding for a Water Distribution Study (last updated in 2005), but did not receive funding.

It is anticipated that the City Council will enter into a contract with SEH, the City's Engineering Consulting firm at the January 2, 2018 Council meeting. Following discussion, it was moved by Bruzek and seconded by Ryan to approve the Memorandum of Understanding with the Scott County Community Development (CDA) First Stop Shop for the \$87,067 Corridor Readiness Grant for the Sanitary Sewer Distribution System Study Project. All voted in favor of the motion. Motion carried. (5-0)

Mayor Nickolay had the Council review the 2018 City Board and Commission Meeting and Schedule. City Administrator Johnson said to disregard the memo text as it was a carryover from the previous year. After review and discussion, it was moved by Nickolay, seconded by Bass to approve the 2018 City Council Meeting Schedule. All voted in favor of the motion. Motion carried. (5-0)

City Administrator Johnson informed the Council that the City Charter Commission had met on November 16, 2017 for their annual meeting as required by state law. He also stated that Commissioner Member Terms of Office (4 years) for Maggie Bass, Brad Carlson, Duane Jirik, and Kay Wilcox were due to expire on December 31, 2017. The Council could choose to consider to re-

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appoint these individuals or consider other City residents for appointment.

Councilmember Bruzek expressed his opinion that he didn't think that 3 members of the Council should be members of the Charter Commission (Bass, Nickolay and Ryan). Mayor Nickolay stated that the City Attorney had indicated that this would be OK as long as the meeting was also posted as a Special Council meeting in the future.

After discussion, it was moved by Ryan and seconded by Nickolay to have the City Attorney prepare a Resolution for Council consideration at the next meeting to reappoint Bass, Carlson, Jirik and Wilcox to the City Charter Commission and to recommend same to the District Court Chief Judge. All voted in favor of the motion. Motion carried. (5-0)

Planning/Community Development Director Ondich presented the Council with a Building Official Mentorship Agreement between the City of New Prague and the City of Belle Plaine. Belle Plaine had approached the City about contracting with the City to have our Building Official mentor the individual Belle Plaine has planned to hire. They are asking if our Building Official can provide mentorship to their new Building Official which will assist them in securing a Municipal Delegation Agreement from the MN Department of Labor and Industry for building code administration on public buildings and state licensed facilities. The City of New Prague has this designation and is known as "Reserved Inspection Delegation" and was approved by the City Council on April 6, 2015.

The Agreement would provide up to 3 hours/week (inclusive of drive time) for our Building Official to provide mentorship to their new Building Official. The proposed hourly rate in the Agreement would be \$75/hour plus travel reimbursement at the 2018 IRS Mileage Reimbursement rate for travel between 2 cities. The Agreement is for 1 year with an optional 6 month extension, and is estimated to generate approximately \$2,500 in additional revenues over expenses for the year.

Additionally under Section 2 of the Agreement, the Belle Plaine new Building Official has experience with rental housing inspection programs and would provide New Prague with 2 hours per month of free assistance in the development of a program here in New Prague.

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Without this assistance, City Staff would have additional time researching the implementation of a program.

Although the City Staff believes the Building Department will be very busy in 2018, there will be coverage with the Building Inspector position that was added in 2017. The assistance with the Rental Housing Inspection program is invaluable to the City as well as the potential to provide back-up Building Official service by Belle Plaine to New Prague in the future if ever needed.

After discussion, it was moved by Bruzek and seconded by Bass to approve the Building Official Mentorship Agreement with the City of Belle Plaine as recommended by City Staff. All voted in favor of the motion. Motion carried. (5-0)

Mayor Nickolay asked if there were any questions about the Consent Agenda? Councilmember Ryan had question on various bills in the Legal, Parks, Street, and Wastewater Departments. Councilmember Jirik had question on a bill in the Special Revenue - 2016 Small Cities Project and a clarification on the proposed hours of operation for the New Prague Area Historical Society 2 day event on December 8-9, 2017. City Administrator Johnson answered the questions that he could and said he would send clarification on the various bills that he could not answer.

Following discussion, it was moved by Nickolay, seconded by Ryan to approve the following consent agenda items:

- A. Approve November 20, 2017 Regular Meeting and November 20, 2017 Special Meeting City Council Minutes
- B. Approve Claims for Payment
- C. St. Patrick Athletic Association LG220 Application for Exempt Permit for January 26, 2018 at the Knights of Columbus Hall, 411 4th Ave. SW
- D. Clarification of Event Hours for Application and Permit for a 1-4 Day Temporary On-Sale Liquor License for the New Prague Area Historical Society on December 8-9, 2017
- E. Release of Deferred Assessment for PID #23.630.0050

All voted in favor of the motion. Motion carried. (5-0)

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Councilmember Ryan had a question for City Staff about an article in the paper in Eagan about solar panels on houses. Mr. Ondich indicated that solar panels are not allowed in the City's Zoning Ordinance unless attached to a house's roof.

Councilmember Jirik reported on the Joint Orderly Annexation meeting with Helena Township and Scott County on a rezoning matter in the 2 mile area. The meeting was on November 28, 2017 and the rezoning was approved and recommended to the Scott County Board pending easements being provided on the plat.

There being no further business, it was moved by Nickolay and seconded by Bruzek to adjourn the meeting at approximately 7:12 p.m. All voted in favor of the motion. Motion passed. (5-0)



Charles L. Nickolay
Mayor

ATTEST:



Michael J. Johnson
City Administrator

