

City Council Meeting

Monday, November 21, 2022 6:00 PM

Minutes

Pledge of Allegiance

Attending: Mayor Kostik, Council Members: Lawrence, Schommer, Novak and Stevens
Others Attending: City Administrator McNeill, Planner Nash, Attorney Ruppe, Treasurer Hill, Clerk Donovan
Broadcast via Credit River You Tube Channel

1 Approve or Amend Agenda

Motion to approve Agenda as presented: Council Member Novak
Second: Council Member Schommer
Motion Passed: 5-0

2 Consent Agenda

Those items on the Council Agenda which are considered routine or noncontroversial are included as part of the Consent Agenda. Unless a Councilmember specifically requests that an item on the Consent Agenda be removed and considered separately, items on the Consent Agenda are considered under one motion, second and vote. Any item removed from the consent agenda shall be placed at the end of General Business.

2.1 Planning Commission Appointment Process

2.2 Resolution No. 2022-40 Resolution Certifying Delinquent Community Sewer Treatment Services Fees and Related Interest - Territory

2.3 3 Year engagement Proposal from Abdo City of Credit River Auditors

2.4 Minutes of November 17 Special Meeting--Municipal Election Canvassing

2.5 PID 049300230 6998 Longview Ln Assessment

Motion to approve the Consent Agenda as presented: Council Member Novak
Second: Council Member Lawrence
Motion Passed: 5-0

3 Open Forum

The public forum is intended to afford the public an opportunity to address concerns to the Council. The public forum will be no longer than 30 minutes in length and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local governmental topics rather than private or political agendas. The Council may discuss but will not take formal action on public forum presentations.

- Dave Burnello- Congratulated the council members on the past election and asked that they remember what principles and platforms they ran on. Asked why the significant

change to high density development. Asked if the Sheriff Reports can be added to the website.

4 **Presentation(s)**

None

5 **Public Hearing(s)**

None

6 **General Business**

Planner Nash - Reviewed the requests from Krueger Excavating. Recommended for approval by the Planning Commission. Krueger Excavating has submitted applications for 1) a text amendment to the zoning ordinance to permit contract yards as a conditional use in the commercial zoning district, 2) a variance from the side yard setback, and 3) a Conditional Use Permit for a contractor yard. Krueger Excavating is an existing business operating under an Interim Use Permit (IUP) for a home occupation, which is included in the packet. The business has expanded beyond the conditions of the IUP, and they are seeking to construct an addition to the existing building. Contractor yards are not an eligible use in the Commercial Zoning District, so they have applied for the Comprehensive Plan Amendment and Rezoning to Industrial in order to be within a zoning district that allows contractor yards with a conditional use permit. However, the Comprehensive Plan Amendment process takes approximately 90 days, and the applicant wishes to construct the building sooner than that so has also applied for a text amendment to the Zoning Ordinance.

1. Resolution 2022-35: Variance Related to Side Yard Setback

**Motion to approve Resolution 2022-35 Variance related to Side Yard Setback- Krueger Excavating: Council Member Novak
Second: Council Member Stevens
Motion Passed: 5-0**

2. Resolution 2022-36: Interim Use Permit for Outside Storage

**Motion to approve Resolution 2022-36 Interim Use Permit for Outside Storage- Krueger Excavating: Council Member Stevens
Motion Passed: 5-0**

3. Resolution 2022-37: Conditional Use Permit for Contractor's Yard

**Motion to approve Resolution 2022-37 Condition Use Permit for Contractor's Yard- Krueger Excavating: Council Member Schommer
Second: Council Member Lawrence
Motion Passed: 5-0**

7 **Approval of Claims Listing**

7.1 Approval of claim summary

Treasurer Hill requested approval of claims in the amount of \$46,413.90.

**Motion to approve the payments of claims as listed in the Check claim summary of
\$46,413.93: Council Member Novak
Second: Council Member Schommer
Motion Passed: 5-0**

Check #	Vendor	Date	Amount	Description
11550	CASEY ACRES INC	21-Nov-22	\$970.00	Ditch Spraying
11551	CHRIS KOSTIK	21-Nov-22	\$1,868.41	Reimbursement for Sound Equipment for Video Audio
11552	CINTAS	21-Nov-22	\$89.75	City Government Center Rugs - 11.15.22
11553	DAKOTA ELECTRIC ASSOCIATION	21-Nov-22	\$79.60	Intersection Lighting - Act 200010080625
11554	EHLERS & ASSOCIATES, INC.	21-Nov-22	\$750.00	Continuing Disclosure Reporting
11555	GOPHER STATE ONE CALL	21-Nov-22	\$56.70	Billable Tickets
11556	HAKANSON ANDERSON ASSOC INC	21-Nov-22	\$13,848.76	Engineer
11557	J ALLEN	21-Nov-22	\$900.00	Driveway Escrow Return 16141 Creekwood Road
11558	KRAEMER MINING& MATERIALS INC	21-Nov-22	\$200.07	Rock
11559	Mark McNeill	21-Nov-22	\$4,171.56	Interim administrator
11560	MARKS BOBCAT SERVICE, INC.	21-Nov-22	\$3,125.00	Grass Cutting Parks and Government Center
11561	METRO SALES , INC.	21-Nov-22	\$214.00	Contract base rate charge for the 11/7/22 to 5/6/22 billing period
11562	MIKES SEPTIC SERVICE	21-Nov-22	\$950.00	Septic Pumping
11563	NATURAL SYSTEMS UTILITIES MN	21-Nov-22	\$17,458.10	CSTS Operator
11564	PRIOR LAKE/SAVAGE RENTAL CENTE	21-Nov-22	\$1,483.40	Election Tent Rental
11565	SW NEWSMEDIA	21-Nov-22	\$197.34	Notice Essential Services
11566	VERIZON	21-Nov-22	\$51.21	Monthly Administrator cell phone
			<u>\$46,413.90</u>	

8 Council Member Liaison Updates and Council Member Reports

None

9 Adjourn

**Motion to continue meeting after signing claims and then go into work session at
6:24pm : Council Member Schommer
Council Member Novak
Motion Passed: 5-0**

City Council Work Session

Following the regular City Council meeting, the City Council met in a workshop setting to receive an update on the following topic:

City Administrator recruiting.

Interim City Administrator Mark Mc Neill recommended the council use a professional recruiting firm to assist in recruiting candidates for the City Administrator position. He contacted two recruiting firms and proposals were submitted. Information given to the council for review.

- The Waldron Company
- DDA Human Resources, Inc.

Interim City Administrator asked the Council if they are comfortable with the two recommendations to continue with the interview process of the two recruiting firms. He also asked for any further instructions the council would suggest or questions.

Comments and questions from the Council:

- Council Member Stevens – Are there any conflicts of interest?
- Mayor Kostik - Would like to meet the two firms in person.
- Council Member Lawrence - What is the possibility of having a Clerk – City Administrator Position. Would be important for the City Administrator to able to sign documents but not to do the clerk task as this might limit the pool of candidates.

A proposal to have a separate meeting for the two recruiting firms to interview with the council. Interim City Administrator McNeill requested a list of questions be sent to him by each member by December 5:

Recommended dates: Tuesday: Dec 13 or Wednesday December 14
6:00pm
7:00pm

Interim City Administrator McNeill will coordinate.

Decision on which firm will be made on December 19th.

Motion to adjourn the November 21, 2022, City Council meeting: Council Member Stevens
Second: Council Member Schommer
Motion Passed 5-0

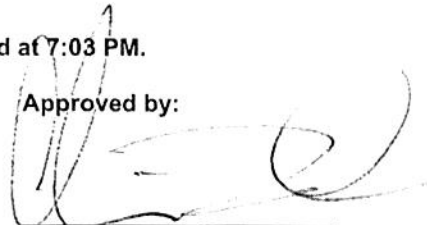
The November 9, 2022, City Council meeting was adjourned at 7:03 PM.

Recorded by:



Karen Donovan
Clerk – Credit River

Approved by:



Chris Kostik
Mayor-Credit River