

MINUTES OF A REGULAR MEETING OF THE
ABRC and INDEPENDENCE CITY COUNCIL
TUESDAY, JANUARY 19, 2021 –6:30 P.M.
(All Virtual Meetings/ All Attendees)

1. Kaltsas noted this was an Accessory Building Review Committee and there is not a formal agenda. The committee will review various accessory structures. The applicant tonight is Nick Dvorak with a request for a detached structure that is larger than the principal in height. Thompson asked if this would be used for a commercial purpose. Kaltsas noted there was not going to be any commercial activity at the location. Dvorak said the building would be used to store a 5th wheel camper and other storage of toys.

Application was approved by the ABRC committee. ABRC adjourned at 6:18 p.m.

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Johnson at 6:30 p.m.

3. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

2. ROLL CALL (Note: all noted present were “virtually” present

PRESENT: Mayor Johnson, Councilors Spencer, Betts, McCoy and Grotting

ABSENT: None

STAFF: City Administrator Kaltsas, Assistant to Administrator Horner, City Attorney Vose

VISITORS: WHPS Chief Kroells

3. ****Consent Agenda****

All items listed under Consent Agenda are considered to be routine by Council and will be acted on by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a. Approval of City Council Minutes from the January 5, 2021 Regular City Council Meeting.
- b. Approval of City Council Minutes from the January 12, 2021 City Council Workshop.
- c. Approval of Accounts Payable; (Batch #1 Checks Numbered 20194-20215 and Batch #2 Checks Numbered 20216-20235).
- d. Approval to Set the Date of the Local Board of Appeals and Equalization Meeting for Tuesday April 6, 2021 at 6:00 PM.
- e. Approval of Pay Request #1 From Rochon for the City Hall Renovation Project.

Motion by McCoy, second by Spencer to approve the Consent Agenda. Ayes: Johnson, Spencer, McCoy, Grotting and Betts. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.

4. SET AGENDA – ANYONE NOT ON THE AGENDA CAN BE PLACED UNDER OPEN/MISC.

5. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

Spencer attended the following meetings:

- Highway 12 Safety Coalition
- City Council Workshop (virtual)
- ABRC Committee Meeting (virtual)

Grotting attended the following meetings:

- City Council Workshop (virtual)
- ABRC Committee Meeting (virtual)

McCoy attended the following meetings:

- City Council Workshop (virtual)

Betts attended the following meetings:

- Highway 12 Safety Coalition Meeting
- City Council Workshop (virtual)
- West Hennepin Chamber of Commerce Meeting

Johnson attended the following meetings:

- National League of Cities Legislative Webinar
- Highway 12 Safety Coalition Meeting
- League of Metro Cities Legislative Preview
- Regional Council of Mayors Meeting
- City Council Workshop (virtual)
- West Hennepin Chamber of Commerce Meeting
- ABRC Committee Meeting (virtual)
- Orono School Board Meeting
- Northwest League of Cities Meeting
- Orono Healthy Youth Committee Meeting
- Gillespie Senior Center Annual Meeting
- National League of Cities Legislative preview

Horner attended the following meetings:

- West Hennepin Chamber of Commerce Meeting
- City Council Workshop
- ABRC Committee Meeting

Kaltsas attended the following meetings:

- The above-mentioned meetings and his regular scheduled meetings

6. West Hennepin Public Safety Director Gary Kroells: Presentation of the December 2020 Activity Report.

Kroells stated at the end of December 31, 2020 WHPS handled year-to-date a total of 5,224 incident complaints. For the month of December 237 incidents were in Independence and 146 in the city of Maple Plain.

for a full activity report see the packet for tonight's meeting

7. Recognition of Mayor Johnsons Appointment to National League of Cities Federal Advocacy Committee.

January 1, 2021 — Mayor Marvin Johnson, Mayor of City of Independence MN, has been appointed to the [National League of Cities](#) (NLC) 2021 EENR Federal Advocacy Committee. **Mayor Johnson** was elected to a one-year term and will provide strategic direction and guidance for NLC's federal advocacy agenda and policy priorities. The appointment was announced by NLC President Kathy Maness, councilmember, Lexington, South Carolina. "Mayor Marvin Johnson's 20 years of experience and commitment on this committee will continue to bring great value from the local level to the national level", responded City Administrator Mark Kaltsas.

As a committee member, Johnson will play a key role among a diverse group of local leaders in shaping NLC's policy positions and advocating on behalf of America's cities and towns before Congress, with the administration and at home. "Our federal advocacy committees are the voices of what's happening on the ground in our communities," said **Kathy Maness, councilmember of Lexington, South Carolina, and President of the National League of Cities (NLC)**. "I am proud to have Marvin Johnson join NLC's EENR committee on behalf of his residents. Together with a team of local leaders from around the country, we will work to solve the most pressing challenges facing our communities."

8. Annual Consideration of Fee Schedule Amendments.

- a. **RESOLUTION 21-0119-01** – Considering the Annual Update to the City's Fee Schedule.

Kaltsas said The City annually reviews and adopts the City's fee schedule to ensure that the cost of providing various services is commensurate with the services provided. The City identified several fees that should be amended based on the costs of providing services and or administration of the fees in 2020. In addition, the City will increase quarterly sewer charges in accordance with the adopted Sewer Rate Study of 2017.

The following fees are proposed to be amended:

1. The City has identified that the wetland and grading permit fees of \$500 does not fully cover the costs for more complex grading and wetland permits submitted to the City. Our review of the fee also identified a lower cost for simple grading and wetland permits issued. In order to align fees charged with the cost of providing the services, it is recommended that the City reduce the base fee of these permits from \$500 to \$300 and require a deposit of \$700 that will be used to pay for consultant charges associated with the review and approval of the permits. This type of fee structure will reduce the base fee paid for the permit but will also provide for adequate funds to cover consultant fees for more complex applications. Wetland and Grading Permit Fees: \$300 with a \$700 deposit (\$500 with no deposit (in 2020)
2. Quarterly sewer charges are proposed to be amended in accordance with the City's sewer charge study that was updated in August of 2020. The updated study found that the City's Sewer Fund was improving, but is still in need of an increase to the sewer rate and sewer connection fees.

The quarterly sewer fees will be amended for 2021 as follows:

- a. Quarterly sewer access charge \$242 (\$231 in 2020)
- b. Quarterly availability charge \$242 (\$200 in 2020)

Staff previously Staff previously presented and discussed the update to the Sewer Rate Study that was completed in August of 2020. The study considered two scenarios for increasing rates and fees to be able to stabilize the sewer fund. In order to move forward with the recommendations of the study, the City will need to adopt an increase to both the quarterly sewer rate and sewer connection fee.

The study recommends that the City consider increasing the quarterly sewer rate per the study. The proposed quarterly rate increase is consistent with the rate increases considered and approved in the 2017 Sewer Rate Study. The quarterly fee for both sewer users and those that have sewer availability, would be \$242. This represents a 5% increase from 2020 for sewer users and a 21% increase for sewer availability customers (see study below). In addition, it is recommended that the City consider raising the sewer connection fee for new construction. The current fee is \$1,250 and the proposed fee is \$5,150 per unit. Staff is recommending that properties with an existing stub that have not yet connected to the sewer continue to be charged the \$1,250 connection fee.

City Council is asked to consider approval of **RESOLUTION NO. 21-0119-01** adopting the 2021 fee schedule.

Grotting asked how many floating stubs are available. Kaltsas said it is down to less than a dozen left in the City. Grotting asked about Met Council opening up the County Road 19 Lift Station and Kaltsas said that is getting close but additional connections cannot be considered until it is put in place. He noted we would need Medina's permission also as we plug into their system north of the City.

Motion by Spencer, second by Betts to approve RESOLUTION 21-0119-01 –Annual Update to the City's Fee Schedule. Ayes: Johnson, Spencer, McCoy, Grotting and Betts. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.

9. OPEN/MISC.

10. ADJOURN.

Motion by Grotting, second by Spencer to adjourn at 7:20 p.m. Ayes: Johnson, Grotting, McCoy, Betts, and Spencer. Nays: None. Absent: None. None. Abstain. None. MOTION DECLARED CARRIED.

Respectfully Submitted,
Trish Gronstal/ Recording Secretary