

MINUTES OF A REGULAR MEETING OF THE
INDEPENDENCE CITY COUNCIL
TUESDAY, OCTOBER 16, 2018 –6:30 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.

2. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

3. ROLL CALL

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

ABSENT: City Attorney Vose

STAFF: City Administrator Kaltsas, City Administrative Assistant Horner

VISITORS: Richard and Kari Strom, Anita Volkenant, Marcia and Mike Kreklow, Leslie Peterson

4. ****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 October 2, 2018 Regular City Council Meeting.
- b. Approval of Accounts Payable; Checks Numbered 18322-18353. Check # 18320 was for Nelson Electric Motor that was re-issued and #18321 issued to Aaron Pouliot for escrow deposit repayment.
- c. Release of Road Easement Across the Properties Located at 6395 and 6351 County Road 11 and Approval to Establish New (Revised) Road Easement Across Same Properties.

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

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

6. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

Spencer attended the following meetings:

- Personnel Committee Meeting
- Maple Plain Fire Department Steak Fry and Open House
- Ron Jorgenson funeral

Grotting attended the following meetings:

- West Hennepin Chamber of Commerce Meeting

- LMCC build-out map meeting
- Met with Kaltsas and Horner about taking over burn permits

McCoy attended the following meetings:

- Maple Plain Steak Fry and Open House
- District 287 Emergency Management Training for Senior Staff
- Maple Plain Fire Commission Meeting

Betts attended the following meetings:

- None

Johnson attended the following meetings:

- Orono School Board Meeting
- Personnel Committee Meeting
- Hennepin County Health Collaborative Meeting
- Ron Jorgenson Funeral
- Kare 11 interview about Highway 12 fatality
- Orono Alumni Breakfast
- Maple Plain Fire Department Steak Fry and Open House
- Orono School Board Meeting
- Maple Plain Fire Commission Meeting
- Northwest League of Municipalities Meeting
- Orono Healthy Youth Meeting
- Loretto Fire Department Open House

Horner attended the following meetings:

- Maple Plain Fire Department Steak Fry and Open House
- West Hennepin Chamber of Commerce Meeting

Kaltsas attended the following meetings:

7. Director Gary Kroells, West Hennepin Public Safety:

- a. Activity Report for the Months of August and September 2018.
 - For a full report see the City Council packet
- b. **RESOLUTION 18-1016-01** considering approval of the Hennepin County All Hazard Mitigation Plan.

Kroells stated over the past several years I have been working with Hennepin County Emergency Management to identify major hazards in the City of Independence. Hennepin County Emergency Management is pleased to present the 2018 Hennepin County Multi-Jurisdictional Hazard Mitigation Plan. The purpose of this plan is to identify the Counties major hazards, assess the vulnerability, and to reduce risk using a variety of data and best practice measures to implement mitigation projects. The plan identifies goals and recommended actions and initiatives for each jurisdiction within this county to reduce and/prevent injury

and damage from hazardous events. The intent of the Plan is to provide unified guidance for ensuring coordination of recovery-related hazard mitigation efforts following a major emergency/disaster, and to implement an on-going comprehensive county hazard mitigation strategy intended to reduce the impact of loss of life and property due to effects of natural hazards.

Through continued collaboration with each jurisdiction by providing staff expertise, support, training and education opportunities, Hennepin County Emergency Management will continue to increase its resiliency to the effects of natural hazards. A resolution of approval is needed to accept the Hennepin County Emergency Management Hazard Mitigation plan. A copy of the plan has been included for your review.

Motion by Spencer, second by Betts to approve RESOLUTION 18-1016-01 considering approval of the Hennepin County All Hazard Mitigation Plan. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

- c. **ORDINANCE 2018-04** – Amending Chapter 13 Traffic Motor Vehicles and Other Vehicles, Section 1300.03. Parking, to clarify seasonal parking restrictions.

Kroells said The City updated the ordinance in 2017 to include seasonal parking restrictions. Public Works and Public Safety would like to further clarify the seasonal parking restrictions to say that there shall be no parking permitted at any time between the specified hours on city streets from November 1 through April 15 of each year and between the hours of 2:00 a.m. and 8:00 a.m. In addition, the proposed amendment adds a provision that states following a snowfall event of 3 inches or more, no parking is permitted on city streets until they have been cleared. This clarifies the ordinance which, as previously adopted, allowed parking on city streets between 2:00 a.m. and 8:00 a.m. once the streets were cleared.

Motion by Grotting, second by Spencer to approve ORDINANCE 2018-04 – Amending Chapter 13 Traffic Motor Vehicles and Other Vehicles, Section 1300.03. Parking, to clarify seasonal parking restrictions. Also amend to make Roy Road the same hours. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

8. Discussion and Direction Relating to Changes to the Fee Schedule as follows:

- a. Consideration to Reduce the Sign Permit Fee for Farm Nameplate Signs and Temporary Signs.

Kaltsas said The City requires a sign permit for all signs that are installed within the City with a few exceptions. The exceptions are as follows:

Subd. 4. Exceptions. The exceptions permitted by this section apply only to the requirement of a permit and are not to be construed as excusing the installer of the sign or the owner of the property upon which the sign is located from conforming with the other provisions of this section. No permit is required under this section for the following:

- (a) Signs having an area of four square feet or less.*
- (b) Signs erected by a governmental unit, public school or church.*
- (c) Campaign signs listed in subsection 550.11, subdivision 5.*
- (d) Memorial signs or tablets containing the name of the building, its use, and date of erection when cut or built into the walls of the building and constructed of bronze, brass, stone, marble or similar material.*

The City permits one type of sign in the Agriculture zoning district relating to farmsteads as follows:

Agricultural districts. One farm nameplate is permitted for each farm, provided that it may be no greater than 12 square feet in area per surface and may have no more than two surfaces.

The City has only one fee for permanent sign permits that is established annually with the adoption of the City's fee schedule. The sign permit fee for permanent signs is currently \$250.00. The City recently identified a potential issue with having only one fee for permanent sign permits. Earlier this year a resident of the City applied for a farm nameplate sign for their farmstead. The City noted that the sign was greater than 4 square feet and would therefore require a sign permit per the ordinance. Because the City has only one fee, the resident was required to pay the \$250 sign permit application fee. The City subsequently discussed amending the fee schedule to differentiate between farm signs and other permanent signs. Staff is recommending that the City establish a Farm Nameplate Sign Fee of \$25.00 for all farm nameplate signs. It should be noted that nameplate signs in the Rural Residential zoning district cannot exceed 4 square feet and as such do not require a sign permit.

The City has also reviewed the fee for temporary sign permits which is currently \$100.00. It is recommended that the City also consider reducing the temporary sign permit fee from \$100.00 to \$25.00. It is anticipated that the establishment of a reasonable temporary sign permit fee will encourage more applications to be submitted to the City. The fee charged by the City is required to have a nexus associated with the cost the City incurs to review and issue the sign permit. Reviewing sign permits prior to installation of a sign ensures that requisite setbacks are met, signs are not located in areas that impede site visibility for driveways and intersections and that signs conform to all applicable size and height requirements.

Based on the direction from the City Council relating to the aforementioned recommendations, the Fee Schedule would be updated in January 2019 as a part of the annual update as follows:

SIGN PERMIT (#)

Temporary (administrative) \$ 100 **\$25**

Farm Nameplate Sign Permit \$25

Permanent Sign/Site Plan Review \$ 250

Motion by Spencer, second by Betts to approve changes to the Sign Permit Fee for Farm Nameplate Signs and Temporary Signs; also approve reimbursement to Klaers Century Farms. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

9. Reschedule Regular City Council Meetings for Month of November Due to General Election.

Kaltsas said the first November City Council Meeting falls on the same date as the General Election. The City will need to reschedule the Council Meeting. The second November City Council Meeting falls on the Tuesday of Thanksgiving week. Due to the upcoming agenda items and the Thanksgiving Holiday, the City is in a position to hold only one meeting in November. Staff is recommending that the City Council cancel both regularly scheduled meetings in November and hold one meeting. Based on a quick pole of the Council, the best alternative date is Monday, November 5th at 6:30 PM.

Motion by McCoy, second by Grotting to cancel the November 6th and 20th Council meetings and reschedule to one meeting on November 5th. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

10. Open/Misc.

11. Adjourn.

Motion by Spencer, second by Grotting to adjourn at 7:21 p.m. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully Submitted,
Trish Gronstal/ Recording Secretary
