

PROPOSED MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE SECOND REGULAR MEETING OF DECEMBER 18, 2007, COUNCIL CHAMBERS, CITY HALL.

Mayor David Genereux called the meeting to order at 7:00 p.m. and requested all present to stand for a moment of silence.

Council Members present in answer to roll call were: Craig Bunes, Marlys Mjoen, Keith Mykleseth, Wayne Melbye, Harry Manole, and Frank Lindgren.

Council Members absent: Tom Vedbraaten and Guy Martin.

Staff present were: Mike MacDonald, Tom Lindo, Tim Motherway, Pat Kelly, Bob Magsam, Scott Kleven, Aaron Parrish and Betty Arvidson.

CROOKSTON FORUM

Myron Veenstra, representing Boy Scout Troop 41, was in attendance tonight with scout members Cody Klamm, Salomon Gutierrez, Michael Hefta and Justin Buroz.

Mayor Genereux informed the troop members if they have any questions of the Mayor and Council to feel free to ask.

APPROVAL OF AGENDA

Betty Arvidson, City Clerk Treasurer, added 8.10 Approve purchase of playground equipment from Earl F. Andersen, not to exceed \$46,000.

On Motion by Council Member Lindgren, seconded by Council Member Mjoen and duly carried that the agenda be approved as amended.

CONSENT AGENDA

Council Member Lindgren asked that Item No 6.07 be moved to Item No. 8.11 under the Regular agenda.

On motion by Council Member Bunes, seconded by Council Member Manole and duly carried by roll call vote to approve the Consent Agenda which includes the following items:

- 6.01 City Council Minutes of December 4, 2007.
- 6.02 Resolution to approve City of Crookston bills and disbursements in the amount of \$349,599.76. Check Nos. 33199 through 33324. (Res. No. 24751)
- 6.03 Resolution to approve transfer of funds in the amount of \$375,106.15 from the Improvement Fund (227) to the Street Improvement Fund (406) to cover the City share of street improvements for 2007. (Res. No. 24752)
- 6.04 Resolution to approve payment to Crookston Townhomes Limited Partnership, Public Development Agreement, Tax Increment District No. 3-4 in the amount of \$12,708.50. (Res. No. 24753)
- 6.05 Resolution to approve payment to Tri-Valley Opportunity Council Inc., Public Development Agreement, Tax Increment District No. 3-7 in the amount of \$8,646.03. (Res. No. 24754)
- 6.06 Resolution to approve adopting the City Council Meeting Calendar for 2008. (Res. No. 24755)
- 6.07 This item was moved to Item No. 8.11 under the Regular Agenda.
- 6.08 Resolution to approve adopting the Polk County All Hazard Mitigation Plan. (Res. No. 24756)
- 6.09 Resolution to approve partial payment estimate No. 4, Crookston Flood Control Project stage 3A & 4, to Spruce Valley Corporation in the amount of \$487,715.28. (Res. No. 24757)
- 6.10 Resolution to approve the decertification of Tax Increment Financing District 3-5. (Res. No. 24758)
- 6.11 Resolution to approve 2008 License renewals. (Res. No. 24759)
- 6.12 Resolution to approve Master Partnership Contract with the Minnesota Department of Transportation. (Res. No. 24760)

PUBLIC HEARINGS

7.01 Mayor Genereux opened the public hearing on the Proposed Budget for 2008 and property taxes the City of Crookston is proposing to collect to pay for services the City of Crookston will provide in 2008.

Arvidson stated the total proposed budget is \$9,314,964.00, which is an increase of .87% over the 2007 budget. The estimated receipts to be collected are \$5,245,998. The balance needing funding is \$4,728,356. Local Government Aid to be received is \$3,159,121. Leaving an amount to levy of \$1,569,235, which is 3% less than 2007.

Mayor Genereux asked if anyone else wished to be heard and upon hearing none closed the public hearing.

7.02 Mayor Genereux opened the public hearing to consider a Five-Year Capital Improvement Plan for the City of Crookston.

Arvidson stated that the Department Heads along with City Administrator Aaron Parrish and herself had put together a proposed five-year Capital Improvement Plan for the City of Crookston. This plan has been reviewed by the Finance Committee and they have recommended Council approval of the plan. The proposed amount of Capital Improvements for 2008 is \$1,340,950 for the City of Crookston. Arvidson stated there is not any one item that stands out in particular. There is a proposed project at the airport for T-hangar site prep and a storage building for the loader and truck w/snow plow for a total of \$400,000, of which 95% would be eligible for a federal grant. But it does have to be included in the total for the capital improvements. In the Central Garage they are proposing purchasing a dump truck for \$70,000.00, a couple large projects in the Wastewater and Water Department, being watermain replacements for \$125,000 and to replace the lift station No. 6 on Spendley for \$175,000.

Mayor Genereux asked if anyone else wished to be heard and upon hearing none closed the public hearing.

7.03 Mayor Genereux opened the public hearing to consider tax abatement of city property tax on parcels qualifying for the Housing Incentive Program.

Arvidson stated that this year there are five parcels that are eligible for the tax abatement for 2008 and 2009. The City share is projected to be \$4,599 each year for two years.

Mayor Genereux asked if anyone else wished to be heard and upon hearing none closed the public hearing.

7.04 Mayor Genereux opened the public hearing to consider passage of the Restated Economic Development Authority Enabling Resolution.

Aaron Parrish, City Administrator, stated this was an item that was previously considered as a part of the merger of the HRA and CDA. The CDA has adopted a resolution requesting the City Council to consider the passage of this Enabling Resolution. This resolution establishes the framework for the merger and discusses the terms and other provisions for the Board of the Crookston Housing and Economic Development Authority.

Mayor Genereux asked if anyone else wished to be heard and upon hearing none closed the public hearing.

REGULAR AGENDA

- 8.01 On Motion by Council Member Mykleseth, Seconded by Council Member Bunes and duly carried:
Resolution to approve adopting the final budget for 2008. (Res. No. 24761)
- 8.02 On Motion by Council Member Mjoen, Seconded by Council Member Bunes and duly carried:
Resolution to approve adopting the final property tax levy for 2008. (Res. No. 24762)
- 8.03 On Motion by Council Member Melbye, Seconded by Council Member Manole and duly carried:
Resolution to approve a Five-Year Capital Improvement Plan for the City of Crookston. (Res. No. 24763)
- 8.04 On Motion by Council Member Mykleseth, Seconded by Council Member Mjoen and duly carried:
Resolution to approve tax abatement of city property tax on parcels qualifying for the Housing Incentive Program. (Res. No. 24764)
- 8.05 Final Passage of an ordinance of the City of Crookston, Minnesota, transferring the powers of the Housing and Redevelopment Authority to the Economic Development Authority.
Council Members voting in the affirmative: Bunes, Mjoen, Mykleseth, Melbye, Manole and Lindgren.
Council Members voting in the negative: None.
- 8.06 On Motion by Council Member Bunes, Seconded by Council Member Lindgren and duly carried:
Resolution to approve transferring all projects and personnel of the Housing and Redevelopment Authority to the Economic Development Authority. (Res. No. 24765)
- 8.07 On Motion by Council Member Melbye, Seconded by Council Member Manole and duly carried:
Resolution to approve to authorize the Crookston Development Authority to operate Low-Rent Public Housing and Section 8 Program. (Res. No. 24766)
- 8.08 On Motion by Council Member Bunes, Seconded by Council Member Mjoen and duly carried:
Resolution to approve authorizing execution of Novation Agreement transferring the Cooperation Agreements. (Res. No. 24767)
- 8.09 On Motion by Council Member Lindgren, Seconded by Council Member Bunes and duly carried:
Resolution to approve restated Crookston EDA Enabling Resolution. (Res. No. 24768)
- 8.10 On Motion by Council Member Mykleseth, Seconded by Council Member Mjoen and duly carried:
Resolution to approve purchase of playground equipment from Earl F. Andersen not to exceed \$46,000. (Res. No. 24769)

8.11 On Motion by Council Member Mjoen, Seconded by Council Member Manole and duly carried:
Resolution to approve extending the current Housing Incentive Program. (Res. No. 24770)
Council Members voting in the affirmative: Bunes, Mjoen, Mykleseth, Melbye and Manole.
Council Members voting in the negative: Lindgren.

REPORTS AND STAFF RECOMMENDATIONS

Bob Magsam, Fire Department, stated that "Toys for Tots" was in full swing and wanted to thank the citizens and businesses that purchased gifts and donated them to "Toys for Tots". They don't always get public recognition unless they make a cash donation but we do have a lot of people that do purchase and donate gifts to the program.

Mike MacDonald, Community Development Director, stated the Flood Control Project has come to a halt for the season and they will resume work in the spring when conditions allow. There has been a lot of work done to date as the weather was cooperative this fall. The flood wall will be functional for flood protection this spring if needed

Dave Kildahl with Widseth Smith and Nolting, stated they had met with representatives from MnDOT regarding the landslide area. There were people there from the Bemidji, St. Paul and Crookston offices. He felt it was a very good meeting.

Frank Lindgren, Council Member-at-Large - No report.
Craig Bunes, Council Member 1st Ward - No report.

Marlys Mjoen, Council Member 2nd Ward, stated she hoped for continued growth in both our business and our community with our housing project. She thanked everyone for their hard work this past year.

Keith Mykleseth, Council Member 3rd Ward - No report.

Wayne Melbye, Council Member 4th Ward, thanked Scott Kleven and Marlys Mjoen for acting quickly on the purchase of this playground equipment. There is also some cost savings by acting on the proposal quickly.

Harry Manole, Council Member 5th Ward - No report.

Arvidson stated that Dave Kildahl, Lowell Miller and herself will be meeting representatives from MnDOT and FAA on Thursday at the airport in Thief River Falls in regards to our local airport projects.

Aaron Parrish, City Administrator, stated this will be the last official meeting for the City Council for the year minus the CDA meeting tomorrow and the HRA meeting on Thursday. The Council was very busy in 2007 and certainly the citizens need to know and appreciate all the hard work the Council does on their behalf. Parrish also updated the Council on the CDA/HRA merger. A number of items were passed on tonight's Council agenda. The CDA does meet tomorrow morning and will consider a number of agenda items along with the HRA meeting on Thursday. If all goes as planned with those two meetings the merger would be in effect January 2, 2008. Parrish wanted to thank all the people that pulled the merger together including the members of the merger working group. Parrish thanked City Attorney Chuck Fitzgerald and Clerk/Treasurer Arvidson for coordinating all the documents. When all is said and done there will be a substantial pile of documents to forward to HUD. Parrish also praised the staff at the CDA and HRA for their hard work on this project as well.

Mayor Genereux thanked all of our city employees for the hard work they have done. To the management staff; we did accomplish a lot in 2007. The Council can guide and direct staff but a lot of the ideas come from the staff.

The Mayor and Council members welcomed members from Troop 41. They also wished everyone Merry Christmas and Happy New Year.

ADJOURNMENT

Mayor Genereux declared the meeting adjourned at 7:27 p.m.

David W. Genereux, Mayor

Betty J. Arvidson, City Clerk-Treasurer