

PROPOSED MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE FIRST REGULAR MEETING OF DECEMBER 9, 2008, 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.

ROLL CALL

Council Members present in answer to roll call were: Craig Bunes, Marlys Mjoen, Keith Mykleseth, Harry Manole, Tom Vedbraaten, Guy Martin and Frank Lindgren.

Council Member absent: Wayne Melbye.

Staff present were: Tim Motherway, Tom Lindo, Kathy Carlson, Pat Kelly, Scott Riopelle, Mike MacDonald, Aaron Parrish and Betty Arvidson.

CROOKSTON FORUM

There was no one present to address the council.

APPROVAL OF AGENDA

On Motion by Council Member Mykleseth, Seconded by Council Member Lindgren and duly carried that the agenda be approved as presented.

CONSENT AGENDA

Council Member Mjoen asked that Item No. 6.04 "Approve ordering preparation of Engineers Preliminary Report for 2009 Street Improvements" be moved to the Regular Agenda as Item 8.06

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

- 6.01 City Council Minutes of November 25, 2008.
- 6.02 Resolution to approve City of Crookston bills and disbursements in the amount of \$307,230.74. Ck Nos. 35925 through 36036. (RES. No. 24963)
- 6.03 Resolution to approve adopting the City Council Meeting Calendar for 2009. (RES. No. 24964)
- 6.04 This item was moved to 8.06 under the Regular Agenda.
- 6.05 Resolution to approve setting a public hearing to consider a Five-Year Capital Improvement Plan for the City of Crookston. (RES. No. 24965)
- 6.06 Resolution to approve extending the completion date to May 15, 2009 for the Crookston Arena Project - Utilities and Site Work for R.J. Zavoral & Sons, Inc. (RES. No. 24966)

PUBLIC HEARINGS

7.01 Mayor Genereux opened the public hearing to consider dissolution of the Housing and Redevelopment Authority.

Clerk/Treasurer Arvidson stated effective January 1, 2008 the Crookston Housing and Redevelopment Authority and the Crookston Economic Development Authority were merged into the Crookston Housing and Economic Development Authority. There was a considerable amount of paper work that needed to be completed in order for this transaction to happen. That has now been completed and this resolution to dissolve the Housing and Redevelopment Authority is the final step in that merger.

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

7.02 Mayor Genereux opened the public hearing to consider a Small Cities Development Program (SCDP) grant application for housing rehabilitation.

Joan Abercrombie, Grant Writer, was present to address this item.

Joan informed the Mayor and Council that the City would be submitting a full application for 15 owner occupied and 8 rental units for a rehab grant. The units would be located within the City of Crookston with the Wood's Addition as the primary targeted area. The Intent to Participate forms were sent out to property owners and are due to City Hall by December 15, 2008. The response from this

Intent to Participate form will determine the mix of owner occupied versus rental property units in the application. This program will be very similar to what is going on in the Wood's Addition right now with the exception of a couple changes. There used to be a maximum of SCDP dollars per unit of \$25,000.00 and that has now been reduced to \$22,000.00. The average rehab cost is anticipated to run at approximately \$28,500.00 per unit for the owner occupied and \$35,000.00 for single family unit on rental rehab. The budget for the grant application with 15 units of owner occupied rehab and administration is a request of \$379,500.00 from the SCDP Grant. There has been a \$30,000.00 commitment from the Federal Home Loan Bank, \$30,000.00 from CHEDA, \$15,000.00 requested from USDA Rural Development, \$10,000.00 from Lead Abatement Housing Clearance Grant, and \$6,000.00 committed from Tri-Valley Opportunity Council. On the rental rehab side they are proposing to do 8 units requesting \$202,400.00 from the SCDP Grant with \$80,000.00 of owner funds for a total of \$282,400.00. As part of the grant application we are requesting \$12,660.00 for lead assessments and clearance that will cover 15-units and then \$1,557.00 from the Minnesota Department of Health. That brings us to a total project cost of \$767,117.00 and the request to the Small Cities Development Program of \$594,560.00. The grant is due to DEED by January 15, 2009 and the awards are expected to be announced in March of 2009. Joan asked if there were any comments from the audience.

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 dissolution of the Housing and Redevelopment Authority. (Res. No. 24967)
- 8.02 On motion by Council Member Vedbraaten, Seconded by Council Member Lindgren and duly carried:
Resolution to approve a SCDP grant application for housing rehabilitation. (Res. No. 24968)
- 8.03 Final Passage of AN ORDINANCE OF THE CITY OF CROOKSTON, MINNESOTA, AMENDING CITY CODE CHAPTER 152, ENTITLED, "ZONING" BY ADDING CERTAIN DEFINITIONS TO SECTION 152.003, ADDING SECTION 152.162 AND CHANGING SECTION 152.065, ALL TO REGULATE THE LOCATION OF ADULT USE ESTABLISHMENTS.
Council Members voting in the affirmative: Craig Bunes, Marlys Mjoen, Keith Mykleseth, Harry Manole, Tom Vedbraaten, Guy Martin and Frank Lindgren.
Council Members voting in the negative: None.
- 8.04 On motion by Council Member Manole, Seconded by Council Member Bunes and duly carried:
Resolution to approve plans and authorizing advertisement for bids for the Crookston Arena Project. (Res. No. 24969)
- 8.05 On motion by Council Member Vedbraaten, Seconded by Council Member Mykleseth:
First Reading of AN ORDINANCE OF THE CITY OF CROOKSTON, MINNESOTA, AMENDING CITY CODE CHAPTER 152, ENTITLED, "ZONING" BY ADDING OR CHANGING PROVISIONS DEALING WITH CHANGEABLE COPY SIGNS AND FLASHING SIGNS.
Second reading and final passage December 23, 2008.
- 8.06 On motion by Council Member Martin, Seconded by Council Member Manole and duly carried:
Resolution to approve ordering preparation of Engineers Preliminary Report for 2009 Street Improvements. (RES. No. 24970)

REPORTS AND STAFF RECOMMENDATIONS

Frank Lindgren, Council Member-at-Large - No report.

Craig Bunes, Council Member Ward 1 indicated he would not be at the last meeting in December so this would be his last meeting. He wanted to say he appreciated the opportunity to be a small part of the team the last four years. Things happen as a team, it is not one individual, it is a team. He included the rest of the Council, Aaron, Betty, all the staff, both in attendance and not. He went on to include the extended community such as City Attorney, Chuck Fitzgerald and his Firm, Dave Kildahl and Rich Clauson – WSN. He stated they have had a good partnership and the community is in good shape going forward. We have made a lot more right decisions than wrong ones and he is proud to be a part of it. He also thanked Ron Jasmer – WSN on all he has done with the Arena Project. Bunes stated "you and your team have done a super job out there, it is a major component of this community." Bunes stated it was going to be hard to leave but will be interesting moving forward.

Marlys Mjoen, Council Member Ward 2 thanked Bunes for his kind words. She also thanked him for his outstanding service to the community stating he has been a real asset to our City Council. She wished him good luck and said she expected him to work just as hard for the County as he has for the City.

Mjoen commented on the meeting that was held the previous night (Ways & Means Committee to review the Arena design). She thanked Ron Jasmer – WSN, and stated she really did learn a lot.

Her final comment is, “We are hearing so much bad news about the economy, the Federal Government is in trouble, the State Government is in trouble, so certainly the City must be in trouble”. She just wanted to say that our City is in excellent hands, first of all with Betty and Aaron, stating she feels they have done a great job. She feels we have worked very hard at being pro-active in this “doom and gloom” situation. We are working hard at not spending where we don’t have too and being prepared for whatever is to come.

Keith Mykleseth, Council Member Ward 3 thanked Bunes for his four years of service and stated he will miss his input on issues.

Harry Manole, Council Member Ward 5 thanked the Blue Line Club for their donation to the Arena Project. It is a great start to the fundraising.

Tom Vedbraaten, Council Member Ward 6 stated he would also miss Craig on the Council and wished him well. He also thanked Ron Jasmer for the presentation at the Ways and Means Committee the previous evening.

Guy Martin, Council Member At-Large stated he too would miss Craig on the Council.

Betty Arvidson, Clerk-Treasurer introduced Kathy Carlson to the Mayor and Council. Kathy is the new Payroll/Accounting Clerk. Arvidson stated Kathy is doing a great job and being full staffed feels really good, especially with two very capable people.

Aaron Parrish, City Administrator, stated:

- Tuesday, December 16, 7:00 p.m., there will be a citizens meeting to talk about street improvements for the Chase Loring Addition.
- Wednesday, December 17, 7:00 p.m., there is a Ways & Means Committee meeting followed by a Labor Committee meeting.
- Thursday, December 18th, from 2:00 to 4:00 there will be a public open house for outgoing Council Members Bunes and Manole in the Council Chambers. Tina and Phyllis have been working hard pulling that together and he appreciates that.

Parrish extended his thanks and appreciation to Council Member Bunes. He stated that each Council Member brings a different and unique perspective to their roll. Bunes has been a great mentor, particularly in the area of labor relations and negotiations. Parrish stated he appreciated all the feedback and mentorship given by Bunes.

Mayor Genereux also thanked Craig for his years of service on the City Council. He also thanked Officer Sandstrom and Officer Mandez on the life saving incident that happened this past week-end with a carbon monoxide situation. He appreciates their service to the City of Crookston.

ADJOURNMENT

Mayor Genereux declared the meeting adjourned at 7:28 p.m.

David W. Genereux, Mayor

Betty J. Arvidson, City Clerk/Treasurer