

PROPOSED MINUTES OF THE CROOKSTON CITY COUNCIL, POLK COUNTY, MINNESOTA. THE FIRST REGULAR MEETING OF JULY 14, 2009, 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: Dana Johnson, Marlys Mjoen, Keith Mykleseth, Wayne Melbye, Dale Stainbrook, Tom Vedbraaten, Guy Martin, and Frank Lindgren.

Council Members absent: None.

Staff present were: Tom Lindo, Pat Kelly, Mike MacDonald, Scott Kleven, Richard Rock, Tim Motherway, Phyllis Hagen, Aaron Parrish and Betty Arvidson.

CROOKSTON FORUM

There was no one present to address the Council.

APPROVAL OF AGENDA

Arvidson asked to add item 8.03, "Approve accepting grant agreement from the State of Minnesota for Airport Improvements", to the Regular Agenda. 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 Mjoen asked that item 6.10 "Approve budget adjustments to accommodate the unallotment of a portion of LGA for 2009 and to lift the capital improvement moratorium" be moved to item 8.04 under the regular agenda. On motion by Council Member Melbye, seconded by Council Member Johnson, and duly carried by roll call vote to approve the Consent Agenda which includes the following items:

- 6.01 Council Minutes of June 23, 2009.
- 6.02 City of Crookston bills and disbursements in the amount of \$419,636.62 . Check Nos. 37516 through 37658. (RES. No. 25081)
- 6.03 Approve partial payment estimate No. 4, Crookston Flood Control Project Stage 3B-Phase 1 to Spruce Valley Corporation in the amount of \$139,249.48. (RES. No. 25082)
- 6.04 Approve setting public hearing on Drainage improvements on the east side of South Washington Ave for July 28, 2009. (RES. No. 25083)
- 6.05 Approve partial payment estimate No. 1, 2009 Street Improvements, to Gordon Construction of Mahnommen, Inc. in the amount of \$56,972.69. (RES. No. 25084)
- 6.06 Approve resolution for sale of 129 Mill Street. (RES. No. 25085)
- 6.07 Approve resolution for sale of 506 Pleasant Avenue. (RES. No. 25086)
- 6.08 Approve resolution waiving building permit fees for Habitat for Humanity. (RES. No. 25087)
- 6.09 Approve resolution utilizing Tobacco Settlement funds for worksite health screenings for the employees. (RES. No. 25088)
- 6.10 This item was moved to item 8.04 under the regular agenda.
- 6.11 Approve resolution for conveyance of property to the Crookston Housing and Economic Development Authority. (RES. No. 25089)
- 6.12 Approve resolution for a revised Intermediary Relending Program Work Plan. (RES. No. 25090)
- 6.13 Approve Dance Permit for Ox Cart Festival, August 14, 9 p.m. – 12 midnight, Central Park, Class Act – DJ.
- 6.14 Approve Dance permit for Ox Cart Festival, August 15, 9 p.m. – 1 a.m., Central park, Tommy Helgeson.

PUBLIC HEARINGS

7.01 Mayor Genereux opened the public hearing on the Wellhead Protection Plan Phase II for the City of Crookston. Pat Kelly, Public Works Director, stated the Department of Health requires municipalities that derive their drinking water from an underground source to create a Wellhead Protection Plan. The plan has two phases. The first phase is more of a technical phase that defines our drinking water supply management area. We completed Phase I a couple of years ago. The second phase, the one we are working on now, identifies potential hazards. It inventories contaminants within our drinking water supply management area; recommends best management practices and hazard mitigation strategies for us to best defend and protect our underground water supply. This public hearing is held to receive public comment. Copies of the Phase II plan was sent to all affected agencies, watersheds, and counties within our management area. Any comments, suggestions received will be included in our final draft that will be submitted to the Department of Health for their approval.

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 on Policies & Procedures for the 2009 Crookston Rehabilitation Grant. Robbin Brieland reviewed the grant information. The City was awarded a Small Cities Development Program (SCDP) grant through the Department of Employment and Economic Development (DEED) for 13 owner occupied units and 8 renter occupied units in the amount of \$533,747. Homeowners in the Woods Addition will be invited for a full application on a first come first serve basis. There are a few homeowners on a waiting list from the last rehabilitation grant and they will move to the top of the list. The maximum SCDP funds will be \$22,000 in both deferred and repayable loans. Owner occupied projects will have the option of SCDP deferred loans for a 7 year period or a 3% loan for a duration not to exceed 10 years based on applicants repayment ability. Renter occupied projects will have the option of SCDP deferred loans for 50% of project costs for a duration of 5 years or a 3% loan for 20% of project costs for a duration not to exceed 10 years. Council Member Mykleseth asked when could we apply for additional funds. Brieland stated that DEED likes to see at least 70% of existing grant funds spent before applying for additional funds. This means we would not be submitting an application this fall for 2010 funding but most likely the fall of 2010 for 2011 funding. We have received many applications from the Jerome's Addition as well as Sampson's Addition. They would be good target areas for future grant applications. Mykleseth asked if homeowners would have to reapply or if they could use the same applications. Brieland stated we could use the existing applications.

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 Vedbraaten, and duly carried:
Resolution to approve Policies & Procedures for the 2009 Small Cities Development Program Owner Occupied Housing Rehabilitation Program authorizing to levy on all property Special Service District Charges for flood control. (RES. No. 25091)
- 8.02 On motion by Council Member Mjoen, seconded by Council Member Johnson and duly carried:
Resolution to approve Policies & Procedures for the 2009 Small Cities Development Program Renter Occupied Housing Rehabilitation Program (RES. No. 25092)
- 8.03 On motion by Council Member Vedbraaten, seconded by Council Member Lindgren and duly carried:
Resolution to accept a grant agreement from the State of MN for Airport Improvements (RES. No. 25093)
- 8.04 On motion by Council Member Melbye, seconded by Council Member Lindgren, and duly carried:
Resolution to approve budget adjustments to accommodate the unallotment of a portion of LGA for 2009 and to lift the capital improvement moratorium (RES. No. 25904)

REPORTS AND STAFF RECOMMENDATIONS

Tom Lindo, IT Director, reported that he has been working with Scott Kleven to provide WIFI to campers at Central Park.

Dan Johanneck, CHEDA Executive Director, reminded Council of the joint Planning Commission/CHEDA Board/Council meeting to review plans for the next housing development concept to be held on July 21st.

Frank Lindgren, Council Member At-Large	-	No Report
Dana Johnson, Council Member 1 st Ward	-	No Report
Marlys Mjoen, Council Member 2 nd Ward	-	No Report
Keith Mykleseth, Council Member 3 rd Ward	-	No Report
Wayne Melbye, Council Member 4 th Ward	-	No Report
Dale Stainbrook, Council Member 5 th Ward	-	No Report
Tom Vedbraaten, Council Member 6 th Ward	-	No Report
Guy Martin, Council Member At-Large	-	No Report

Mayor Genereux relayed an invitation from Craig Morgan at Titan Machinery to their grand opening to be held on July 23rd with ribbon cutting at 4:30.

ADJOURNMENT

Mayor Genereux declared the meeting adjourned at 7:23 p.m.

