

City of Blair Regular Council Meeting Minutes, September 11, 2017

Meeting was called to order at 7:00 pm

Mayor Knutson verified that open meeting requirements were met.

Attendance: A. Knutson; P. Syverson; C. Ekern; W. Cartrette; T. Wheeler; T. Robertson; J. Anderson; A. Robertson

Public Comment: Carol Ekern - hoping the sign near the fire station could be changed to something Cheese Festival related prior to the fest. She was informed the sign is owned/operated by the Blair Taylor School District FFA program. Clerk Frederixon offered to email that request.

Minutes from Regular Council Meeting – 8/7/17 and Special Council Meeting - 8/10/17 were presented. **Motion by J. Anderson to approve both as presented/2nd same W. Cartrette. Discussion: none. Vote: Yes 6, No 0. Motion approved.**

Sand Products WI-Jason Allen reported: SPW is up to 86 full time employees, have shipped approximately 44,000 tons of product in August and 28,000 tons so far in September with hopes of shipping 100,000 tons by year end. Continue to work to be a good neighbor. Preparations to install the underground slurry line are happening now, with hopes to have it operational by end of year or early next year.

Building Permits: UBOB @ 123 S. Urburg Avenue for electronic sign replacement. **Motion by C. Ekern to approve as presented/2nd same P. Syverson. Discussion: none. Vote: Yes 6, No 0. Motion approved.** SPW LLC @ 17353 Bunyan Road for construction pads needed for slurry line installation. **Motion by J. Anderson/2nd same T. Wheeler. Discussion: D.O.T. approval was verified. Vote: Yes 5, No 0, Abstain: 1 - C. Ekern. Motion approved.** M. Gonzales @ 316 W. Center Street for addition to garage. **Motion by C. Ekern to approve as presented with County permit needed/2nd same W. Cartrette. Discussion: none. Vote: Yes 6, No 0. Motion approved.** C. Kulig permit was not received. T. Mattson @ 840 E. Broadway Street for 'Lean-to' addition to current accessory building and addition to current detached garage/ (County permitting not applicable as not attaching to primary residence and garage addition does not meet set back requirement-2 feet short). **Motion by W. Cartrette to approve 'lean to' as presented/2nd J. Anderson. Discussion: reminder given that work should not have started prior to permit being obtained and no fine this time, because work was stopped after being informed of ordinance. Vote: Yes 6, No 0. Motion approved.** Garage Addition-**Motion to table until Mr. Mattson is able to obtain a signed approval from neighbor stating ok to only have 8 feet between addition and their driveway-this should be done on a separate permit form/2nd same T. Robertson. Discussion: none. Vote: Yes 6, No 0. Motion approved.** S. & T. Armitage @ 106 S. Birch Street for egress window. **Motion by W. Cartrette to approve as presented/2nd same C. Ekern. Discussion: none. Vote: Yes 6, No 0. Motion approved.**

Plan Commission Meeting 9-7-2017 report: Clerk Frederixon shared: Alderperson W. Cartrette was nominated and approved as the 2017-2018 Plan Commission Chairperson. Commission members reviewed and discussed the following: Rezoning request from D. Ladsten for 413 S. Peterson Avenue to be changed from Agricultural to Residential 1/Commission unanimously recommended approval of this change as presented. Motion by T. Robertson to approve recommendation for rezoning to Residential 1/2nd same J. Anderson. Discussion: J. Anderson for clarification of boundaries as middle of 5th Street. Vote: Yes 6, No 0. Motion approved. Rezoning request from GVCC of 413 S. Peterson from Residential to Highway Commercial B-2 for creation of parking area. City had receive 3 general area neighbors comments for no objections to the rezoning, immediate neighbor of the space was present and had no objections but was asking for answers to items like: type of lighting used, will there be a border, more than 1 exit/entrance, will it be paved quickly and snow removal plans. *Commission decided to not make a recommendation at this time, due to lack of information, but to send back to the September Council meeting where questions will be answered by GVCC and Council can make decision, with no need for further Plan Commission involvement.* **Motion by T. Robertson to approve the conversion from Residential 1 to Highway Commercial B-2 for purpose of parking/2nd same C. Ekern/Discussion: none. Vote: Yes 5, No 1-J.A. Motion approved.**

Ordinance changes to 46.03 Home Occupations-Plan Commission heard from Attorney Robertson about proposed changes from Council as follows: 1. Repeal and recreate Subsection (b) of Section 46.03 (5) – (b) Home Occupations are a Conditional Use and the home owner is required to apply for a Conditional Use Permit and pay the appropriate license

fee. Home owners are subject to the requirements of the district in addition to the following: 2. Repeal and recreate Subsections (13) and (14) of Section 46.03 (5) (b) as follows: (13) Animal Processing and Animal Rendering shall not be permitted. (14) The Home Occupation shall restrict employees to immediate family members. 3. Create Subsection (15) of Section 46.03(5) as follows: (15) All others applicable Ordinances in affect at the time of application for a Conditional Use Permit. **Motion by W. Cartrette to approve as permitted/2nd T. Robertson. Discussion: none. Vote: Yes 6, No 0. Motion approved.** J. Schneider questioned if the Mattson deer processing would be considered as being grandfathered in? Council noted that the Ordinance purpose is related to a goal of filling downtown business district and comfort and respect to neighbors in our residential areas.

Dump Road upgrade payment source-Clerk Frederixon shared current financial information for TID 7, at this point without an amendment we have used our estimated expenditures for this district. Recommend the dollars come out of Street Capital Projects. Questions from Council after review of 2016 Audit of TID 7 related to tax increment amount showing in the Audit. **Motion by C. Ekern to table final decision until more information can be gathered/2nd same W. Cartrette. Discussion: none. Vote: Yes 6, No 0.**

Committee Reports:

CDBG Housing Meeting 8/3/2017 was reported on during 8/7/17 Regular Meeting

Wildcat Residential Development: Per S.E.H., final punch list has been completed with plans to finalize this project in October 2017.

Application for Payment # 4 from Gerke Excavating, Inc. for \$99,908.71, S.E.H. has reviewed this application and recommends it for approval and payment by the City. **Motion W. Cartrette to approve as presented/2nd same P. Syverson. Discussion: none. Vote: Yes 6, No 0. Motion approved.**

Main Lift Station Upgrade: Per S.E.H.-Trying to schedule a final completion walk through with Contractor later this week.

Storm Water Run Off upgrades-4th & 5th Street: Per S.E.H.-Ad for BIDS to publication yet this week, publish dates of 9/14 and 9/21. 5th Street, Property Owner was updated by Clerk about change in plans.

Webster Street Extension: Per S.E.H. – Project in good shape, waiting for decision from Erickson on paving schedule, looking like still this fall.

Fourth Street Corridor Study: Per S.E.H.-work has been completed on some layouts, but review and direction from Street Committee is the next step, Clerk will schedule meeting in October.

Comprehensive Planning Grant: we have received a nice summary of the Community input meeting, which was distributed to Council and many of the participants. Request from S.E.H. for Plan Commission Meeting for chapter review. This project needs to be completed by year end.

Joint Review Board 8/9/17 Annual TID review: D.O.R. requirement to review all active TID's annually with taxing districts. TID 4, 5, 6 and 7 were reviewed. Per City Auditors, Financial Advisor and Clerk all TIDs are in fine shape. Taxing Districts were satisfied with information.

Pool Committee Meetings 8/23 & 8/31/17: Per W. Cartrette Chairperson – Due to new FEMA floodplain maps, effective August 2017 the site plan for pool needed to be adjusted slightly to avoid floodway issues, which will make the pool design a bit smaller, but still a good plan and reduced costs. Hoping to go to BID in late September/early October. Once BIDs are in, will be able to have good numbers to review and plan next steps. Timelines are critical in order to have a July 2018 opening. **Motion by C. Ekern to approve site plan #12 to avoid flood flow; flood plain mapping boundaries contingent on Xcel Energy easement approval/2nd same J. Anderson. Discussion: none. Vote: Yes 5, No 1 – T.R. Motion approved.**

Public Property & Building Committee Meeting 8/30/17 with Town of Preston-T. Wheeler Chairperson-Review with Town of Preston related to recent flood damage and insurance coverage requirements. Items recommended to full Council

related to flood damage in Community Center: Need asbestos testing done and approximate cost, before any repair can be done. Need to advertise for bids for floor and ceiling replacement and other options. Also, recommend to increase Community Center & Fire Department budgets. **Motion by C. Ekern to have Clerk work to schedule asbestos testing and then advertise for bids to replace floor and ceiling tiles damaged by recent flooding/ 2nd same J. Anderson. Discussion: none. Vote: Yes 6, No 0. Motion approved.**

Tax, Finance & Personnel Committee Meeting 9/7/2017-J. Anderson Chairperson. The entire meeting was held in closed session; no open session business to report.

Application for temporary class B liquor license from Blair Preston Fire Department for 10/28/2017 Beer & Wine Tasting Bib Cook off event. **Motion by C. Ekern to approve as presented/2nd same P. Syverson. Discussion: none. Vote: Yes 6, No 0. Motion approved.**

Clerk report: \$50 security deposit arrangement is working well; Chipper Safety & Operations training has been completed by all Public Works Staff-full and part time-City Council directed Clerk to inform Public Works department minimal burning /more chipping; Fall Clean Up days has been set for Wednesday, September 27 from 2 pm – 7 pm and Saturday, September 30, 2017 from 8 am – 2 pm.

Vouchers from August 7 through September 10 were presented for review. **Motion by W. Cartrette/2nd C. Ekern. Discussion: none. Roll Call Vote – all yes. Motion approved.**

Motion by J. Anderson to adjourn to closed session as stated in agenda/2nd C. Ekern. Discussion: none. Vote: Yes 6, No 0. Motion approved.

Motion by T. Robertson to come out of closed session and return to open session/2nd same J. Anderson. Discussion: none. Vote: Yes 6, No 0. Motion approved.

Motion by T. Robertson to have Clerk work to form Committee related to Closed Session topic/2nd same W. Cartrette. Discussion: none. Vote: Yes 6, No 0. Motion approved.

Motion by W. Cartrette to adjourn/2nd same C. Ekern. Discussion: none. Vote: Yes 6, No 0. Motion approved.

Susan K. Frederixon, Clerk-Treasurer