

WEEKLY MEMO

Date: November 2, 2012

To: Mayor Lynn Stauss, Council President Craig Buckalew, Vice President Wayne Gregoire, Council Members Marc Demers, Ron Vonasek, Henry Tweten, Greg Leigh, and Mike Pokrzywinski.

From: Scott Huizenga

RE: Weekly Update

UPCOMING MEETINGS:

November 6, 2012 – Election Day

November 8, 2012 – 5:00 PM - Special Meeting - Training Room

November 13, 2012 – 5:00 PM –Special Meeting/ Work Session – Training Room

November 14, 2012 – 5:00 PM - Budget Work Session – Campbell Library

November 19, 2012 – 5:00 PM – Budget Work Session – Training Room

November 20, 2012 – 4:00 PM – Pool Feasibility Study Meeting – Training Room

November 20, 2012 – 5:00 PM - Regular Meeting - Council Chambers

WEEKLY UPDATE:

League conferences for experienced and newly-elected officials

The League of Minnesota Cities annually hosts conferences for both newly-elected officials and experience elected officials. There are three possible dates and locations are the same for both conferences. Information for the newly-elected official conference can be found at <http://www.lmc.org/page/1/newlyelectedconf13.jsp>, and the experienced officials information can be found at <http://www.lmc.org/page/1/experienced2013.jsp>. Please contact Administration if you are interested in attending either of these events.

Negotiations update

Thus far, the city has opened labor negotiations with Local Law Enforcement and Labor Services (LELS), and the International Association of Fire Fighters. We have scheduled second rounds of negotiations with these groups and first rounds with both units of Teamsters – Public Works and Water and Light – in the last week of November. The City has a total of five distinct labor agreements, all of which expire at the end of the 2012.

Transit

The City Planner, Finance Director, and I met this week with the Ms. Kouba from the Metropolitan Planning Organization (MPO) to begin the transition of transit administration to city staff. The intent is to transition to the transit administration to the City Planner. This will occur whether or not the City

Council decides to recruit a full-time City Planner so that the MPO can divest itself of its indirect cost allocation to the service. The transition is expected to be completed in January.

General Election

The General Election for federal, state, and local offices is on Tuesday, November 6. The City has five polling places, one for each ward. One can find the correct polling location for each ward by using the Ward Map and Precinct Finder on the City Council web page at <http://egf.mn/index.aspx?nid=110>. The next regular meeting of the City Council will be on *Thursday*, November 8 to accommodate Tuesday's election. The City Council will formally canvass the local results of Tuesday's election at a special meeting prior to the November 13 work session,

DEPARTMENT REPORTS:

Public Works Department, Jason Stordahl

STREETS

This week we had Northwest Asphalt and Maintenance crack seal 100,000 linear feet of street cracks. They worked primarily on the North West end of town. That area has many streets that are perfect candidates for this type of street treatment.

BRIDGE CLOSURE:

The Point/Minnesota Bridge was closed for repair this Thursday at 9am until repairs were completed Friday. The damage to the bridge was caused by a recent automobile accident and earlier flooding.

Police Department, Chief Mike Hedlund

School Drop-Off Zones – We continue to have problems with parents parking in the drop off areas at the EGF schools – especially at New Heights, South Point and Central Middle School. These areas are fire lanes and are “No Parking” zones and violators may be ticketed. We need to keep those areas open for emergency vehicles and to allow a smooth flow of traffic as people drop their children off. Parked vehicles cause congestion in these areas and increase the chance that a child may be struck by a vehicle.

Traffic Safety – Colder weather is upon us and we have had the first icy roads of the season. As we move into the holiday season help the EGFPD keep this a safe season by slowing down, driving defensively and always buckling your seat belt.

Agenda Items

Item 3 is a Public Hearing to formally adopt the assessment roll on the 15th Street NE reconstruction project. Property owners were assessed only 30 percent of the total construction per the state aid policy that the Council adopted last year.

Items 4, 5, and 6 are the annual assessment rolls for delinquent mowing and snow removal charges to affected property owners along with the voluntary sidewalk reconstruction assessment. The City contributes \$1 per square foot to those property owners who voluntarily replace their sidewalk.

Item 7 considers approving a snow removal agreement between the City and the residents of Pinehurst Court. The agreement holds the City harmless from any potential liability from agreeing to remove snow in the alley, which is not yet formally dedicated as a public right of way.

Item 8 considers approving the retainer agreement with the City Attorney for three additional years effective January 1, 2013.

Item 9 considers approving the paving of an additional lot in the Water's Edge 1st addition. The paving is included in the price of the recent lot sale.

Item 10 is the annual agreement with Lutheran Social Services to allow use of the Senior Citizens Center to serve meals.

Item 12 considers appointing Gary Larson, Interim Fire Chief, to the position of permanent Fire Chief effective November 9, 2012.

Item 13 considers an agreement with Teamsters Local No. 120 to resolve a dispute regarding anniversary dates. Contract language regarding anniversary dates for promoted employees was allegedly vague. The agreement allows Dillon Nelson to retain an anniversary date of July 1. The language clarifies for any future promotion that an employee's anniversary date shall change to match the date of the promotion. Mr. Nelson was promoted to the position of Waste Water Operator in January after serving in an interim capacity.

Item 14 considers a development agreement with RJ Zavoral & Sons, Inc. that allows the company to install utility services to its new building that is currently outside City limits. The building is on the north side of 10th Street NE. The company has already petitioned the City for annexation of the building and platted property. The annexation hearing will be December 4. The company will install the water, wastewater, and storm utilities at its own expense, and the City Engineer will certify proper installation. Utility services will not be activated until annexation is completed.