



**MINUTES
REGULAR MEETING OF THE
CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, JANUARY 24, 2012
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Emerson called the meeting to order at 7:00 p.m. Councilmember's Bryan Belisle, Doug Biehn, Kevin Edberg, Dan Jones and Renee Tessier were present. Staff members present were City Manager Mark Sather, Assistant to the City Manager Ellen Richter, City Attorney Roger Jensen and City Clerk Diane Krinkie.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on January 10, 2012

It was moved by Councilmember Biehn, seconded by Councilmember Tessier, to approve the minutes as presented.

The motion carried unanimously.

3. APPROVAL OF THE AGENDA

It was moved by Councilmember Jones, seconded by Councilmember Tessier, to approve the agenda as presented.

The motion carried unanimously.

4. VISITORS AND PRESENTATIONS

Mayor Emerson signed a Proclamation declaring January 27, 2012 as Paul Nakasone Day. Colonel Paul Nakasone was born and raised in White Bear Lake and has served in the United States Army since 1986. He will be promoted to the esteemed rank of Brigadier General in the United States Army on January 27, 2012.

5. PUBLIC HEARINGS

No Items Scheduled

6. LAND USE

No Items Scheduled

7. UNFINISHED BUSINESS

No Items Scheduled

8. ORDINANCES

No Items Scheduled

9. NEW BUSINESS**A. Resolution authorizing 2012 management contract for Pioneer Manor**

Community Development Director Anne Kane stated over the last three years, Ebenezer Management Services has provided on-site management, caretaker and housekeeping services at Pioneer Manor a 42 unit senior housing development owned by the City of White Bear Lake. Ebenezer is proposing to continue its management services and is requesting the City approve a new contract in the amount of \$45,860 for the 2012 calendar year. This represents a 2% increase or \$900 above the 2011 rate.

To help off-set these increased costs, staff at Pioneer Manor has continued to assist in implementing cost-saving measures and installed energy efficient replacement appliances that would help reduce utility expenses. Moreover, the refinancing of the original 1993 bonds led to considerable costs savings and the realization of \$16,000 in annual savings by reducing scheduled bond payments. Staff continues to closely monitor the Pioneer Manor Fund balance and evaluate when apartment rental rates may require adjustment.

Kane further stated, staff is pleased with the quality of services provided by Ebenezer. The on-site manager continually receives high marks from Pioneer Manor residents she capably handles the day-to-day operations with minimal demand on city staff resources. The City is recommending approval of the resolution authorizing execution of a Management Support Services Agreement for calendar year 2012.

It was moved by Councilmember Belisle, seconded by Councilmember Biehn, to approve **Resolution No. 10968 (A resolution approving 2012 management support services agreement for Pioneer Manor)**.

The motion carried unanimously.

B. Proposed Labor agreement with International Union of Operating Engineers

City Manager Sather stated it was previously reported to the City Council, that the most recent contract between the City and the IUOE Local 49 expired on December 31, 2010. As with the other City unions, Local 49 agreed to suspend negotiations for a new contract until completion of the 2011 session of the Minnesota Legislature. In late 2011 a tentative agreement was reached on a two-year contract for 2011-2012; however, it was subsequently rejected by the union membership. The apparent objection of the majority of members was based on the proposal to increase the City's contribution toward employee and dependent health insurance but not toward deferred insurance for employees not receiving medical coverage through the City.

The union has not submitted a counter proposal; staff desires to bring this matter to a conclusion by modifying the insurance proposal. The proposed change would not increase the total cost to the City but would reallocate the amount offered for various levels of insurance coverage. To date, the union membership has not voted on this proposal. The revised proposal has been submitted by staff subject to City Council approval. If it is accepted by the union it would be advanced to a contract. If rejected, negotiations would be resumed. Staff is recommending approval of the resolution approving the proposed Labor Agreement between the City of White Bear Lake and International Union of Operating Engineers Local (IOUE) 49; Public Works.

It was moved by Councilmember Belisle, seconded by Councilmember Biehn, to approve **Resolution No. 10969 (A resolution approving the proposed Labor Agreement between City of White Bear Lake and International Union of Operating Engineers Local (IOUE) 49; Public Works)**

The motion carried unanimously.

C. Review of Position Classification and Compensation Plan

City Manager Sather stated the City Council first adopted a Position Classification and Compensation Plan for the City in January 1988. The plan includes several objectives, foremost among the objectives was the desire to "develop and maintain salary structures which will enable the City of White Bear Lake to attract and retain qualified and desirable personnel essential for effective operation now and in the future while demonstrating fiscal responsibility." Of equal importance, the plan was to provide for on-going compliance with the Minnesota Local Government Pay Equity Act of 1984 (Comparable Worth), encourage efficient and dedicated employee performance and maintain equitable compensation relationship both internally and externally.

The plan ranks classified positions according to a "point-factor analysis" conducted for comparable worth compliance. The procedure recognizes the relative degree of difficulty, skill requirement, impact of decisions and other job-related factors for each position when compared to all other positions in the City. Pursuant to state law and generally accepted compensation practices, the salary structure within the Plan allows for an equitable compensation relationship between positions of diverse duties, skills and responsibilities. The Plan also incorporates a reasonable opportunity to encourage and recognize individual initiative and high quality performance. It is used directly in determining the salary of employees not governed by labor contracts and serves as a guide in negotiating compensation with employee unions and monitoring the City's compliance with comparable worth requirements. While the Plan calls for annual reviews, financial changes are intended only when supported by the market. The compensation table of the Position Classification and Compensation Plan was not changed in 2011 and remains as updated in January 2009. Staff proposes the Plan and compensation table be reviewed at this time with considered changes effective January 1, 2012.

Based on a recent survey information from the Minnesota Department of Energy and Economic Development and the City's prevailing wage objective, it is recommended that the City Council authorize a two percent overall average adjustment to the City's compensation table. Annual review of the Compensation Plan also requires consideration of the salary adjustment guide chart. The chart provides guidelines for determining the exact amount of a salary adjustment based upon the performance of the employee and the current level of compensation.

Sather further commented that in recent years, the City Council discussed the need to make market adjustments specific to certain technical or professional positions in order to avoid loss of key employees due to tight market conditions. The City continues to be guided by its stated principles for fair and competitive compensation even in difficult times. Employees of the City have endeavored to adjust to recent revenue reductions through expenditure cuts, while continuing to provide quality service. It is recommended the City Council adopt the resolution establishing the City's compensation table for 2010 with a two percent increase in the structure.

It was moved by Councilmember Jones, seconded by Councilmember Biehn, to approve **Resolution No. 10970 (A resolution establishing 2010 compensation table)**.

The motion carried unanimously.

Mayor Emerson recessed the City Council meeting at 7:40 p.m.

ACTION BY THE HOUSING AND REDEVELOPMENT AUTHORITY

HRA Chair Belisle called the Housing and Redevelopment Authority to order at 7:40 p.m. (please refer to the minutes of the Housing and Redevelopment Authority for action taken, including the following items):

D. Economic Development Corporation Revolving Loan and Grant Program/modifications to program

Mayor Emerson reconvened the City Council at 7:55 p.m.

10. CONSENT

- A.** Application for a Temporary On-Sale Liquor License; **Century College Foundation (Resolution No.: 10971)**
- B.** Application for a Temporary On-Sale Liquor License; **White Bear Center for the Arts (Resolution No.: 10972)**
- C.** Application for a Temporary On-Sale Liquor License; **Lakeshore Players, Inc. (Resolution No.: 10973)**

It was moved by Councilmember Tessier, seconded by Councilmember Biehn, to approve the Consent Agenda as presented.

The motion carried unanimously

11. DISCUSSION

- A.** Update on Progress of 2012 Street Improvement Project

City Engineer, Mark Burch stated the Engineering Department continues to work on the design of the 2012 Street Improvement Project, but is not prepared to present a feasibility report to the City Council on January 24 due to the project design is not complete enough to do accurate cost estimating. It is anticipated the design will be completed soon and will forward the feasibility report to the City Council at its February 14 meeting.

Burch provided the Council with updates on the status of the various components of the 2012 Street Improvement Project which included:

- The design of the Gisella Boulevard, Martin Way and Jay Lane street and stormwater improvements are complete. The streets will be reconstructed to their existing 30 foot width and stormwater will continue to be treated in the existing ponding areas.
- Van Dyke and Hazel Street area design is nearing completion. The streets will be reconstructed to 340 feet wide as existing, with the exception of Hazel Street, which will be constructed to 32 feet wide to meet Municipal State Aid standards. Final details of the storm sewer system are being designed and the proposed new sidewalk on the west side of Hazel Street is being finalized.
- Stormwater treatment for both of the project areas are being reviewed by Rice Creek and Ramsey Washington Metro Watershed Districts. Approvals are expected in February.
- Curved intersections were redesigned along the west side of Van Dyke Street which reduces excess pavement and created safer conditions along with better sight lines. There will be a similar change made at the intersection of Spruce Place and Christine Place.
- Varney Lake Stormwater Sediment Removal Demonstration/Research Project
Preparing to resume work on the Varney Lake Stormwater Sediment Removal Demonstration/Research Project.

Burch further stated engineering is designing a new sidewalk on the west side of Hazel Street from Cedar Avenue to Spruce Place and on the north side of Spruce Place from Hazel Street to McKnight Road. The sidewalk segments are proposed in the City's 2030 Comprehensive Plan. The sidewalk proposed on the west side of Hazel Street will align with the existing sidewalk north of Cedar Avenue and will reduce the steepness of driveways on the east side of Hazel. Due to the schedule revision, it is anticipated the Council will be requested to conduct a public hearing on the proposed project at the March 13 meeting.

12. COMMUNICATIONS FROM THE CITY MANAGER

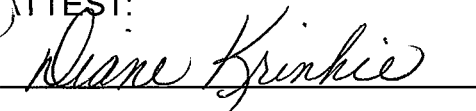
City Manager Sather updated the City Council on the following items:

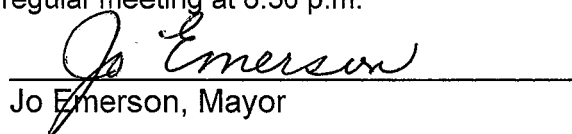
- December Monthly Activity Reports did not include the Finance report due to year-end closing. The finance report should be available to the Council at the February 14th meeting.
- Audit Team was here today assisting with year-end close out. They will be back in early March.
- Ramsey County League of Local Governments is holding the "Annual Conversation with Ramsey County Legislators" on Thursday, January 26 from 6:30 – 8:30 p.m. All legislators representing Ramsey County communities have been invited. Sather encouraged Council members to contact the City office if interested in attending.
- Annual Employee Recognition Luncheon is being held at the Armory on Thursday, January 26. Over twenty-five employees will be recognized for their years of service including two employees who have completed thirty years of service.
- City Council will be receiving the codification of all the City's adopted policies for review and will add any items for consideration to future City Council agendas.
- City Manager Sather provided a brief background on the Economic Development Corporation. It began with a committee at the Chamber of Commerce called the Economic Development Committee. The committee represented businesses and communities within the school district. The committee had opportunities to discuss current development and any other items needing discussion which resulted in City initiatives. The City then entered into a program called the Star City Program operated by the State. The program had 11 steps the City needed to complete to obtain the Star City designation; the designation would help to attract businesses to the City. Part of the process was to establish an entity within the community that would continue commercial and industrial development into the future. Hence the Economic Development Corporation was formed; it is a private entity and works in cooperation with the City. The corporation it is not subject to the City Council nor an Advisory Board of Commission established through City ordinances or regulations such as the Planning Commission or Park Board about 10 years ago the corporation was running out of work to do and then went into recess for six months, met again and recessed for another six months. They did not see a need for their services in the future so the corporation voted to dissolve itself. Mayor Emerson asked some of the core members if they would consider meeting to see if the conditions had changed enough in White Bear Lake to warrant the establishment of the Economic Development Corporation. Over the last several months City Manager Sather and Anne Kane, Planning Director has been providing technical assistance to them. Economic Development Corporation has established a set of officers and finalizing the process of incorporation and are meeting on a regular basis.
- Varney Lake Stormwater Sediment Removal Demonstration/Research Project
Preparing to resume work on the Varney Lake Stormwater Sediment Removal Demonstration/Research Project.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember Jones, seconded by Councilmember Biehn to adjourn the regular meeting at 8:36 p.m.

ATTEST:



Diane Krinkie, City Clerk

Jo Emerson, Mayor