

**Carlton City Council
SPECIAL MEETING MINUTES
Monday June 15, 2015**

1.00 Call to Order & Roll Call

Mayor Bureau called the meeting to order at 10:56 am.

Council Present: Mayor Bureau, Councilmember Rodd, O' Brien, Gustafson and Vork

Council Absent: None

Others Present: PW Wolf; Deputy Clerk Conway; Brian Miller, MSA; City Attorney Bill Helwig

The purpose of this meeting was to discuss the School Avenue Reconstruction Project.

A MOTION was made by Councilor Vork and seconded by Councilor Gustafson to affirm resolution 2014-37 presented at the January 13,2015 city council meeting was reviewed by the full council and that the intent was to approve the resolution . This motion also included the advice of the city attorney to have him draft a new resolution affirming **Resolution 2014-37 ORDERING OF IMPROVEMENT AND PERPARATION OF PLANS**. The motion passed unanimously.

ROLL CALL

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|--------------|-----|
| W. Vork | Yea |
| L. Rodd | Yea |
| A. Gustafson | Yea |
| S. O' Brien | Yea |
| K. Bureau | Yea |

A Motion was made by Councilor Gustafson and seconded by Councilor O'Brien. Affirming the School Avenue Project does not relate to or affect the comprehensive plan so the planning commission was not required to review the plan. The motion passed unanimously.

ROLL CALL

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| W. Vork | Yea |
| L. Rodd | Yea |
| A. Gustafson | Yea |
| S. O' Brien | Yea |
| K. Bureau | Yea |

A Motion was made by Councilor O'Brien and seconded by Councilor Gustafson to draft a letter drafted with bullet points for the residents along School Avenue explaining the need for an assessment. The motion passed unanimously.

ROLL CALL

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| W. Vork | Yea |
| L. Rodd | Yea |
| A. Gustafson | Yea |
| S. O' Brien | Yea |

K. Bureau Yea

A Motion was made by Councilor Rodd and seconded by Councilor Gustafson to approve an assessment agreement on a front foot basis with 25% assessment of the cost of the improvement @ 5% interest for the term of 20 years. The amounts are based from MSA calculations. The motion passed unanimously.

ROLL CALL

W. Vork Yea
L. Rodd Yea
A. Gustafson Yea
S. O' Brien Yea
K. Bureau Yea

A Motion was made by Councilor Vork and seconded by Councilor Gustafson to direct the city attorney to change item #2 of the assessment agreement for the affected property owners to state a reasonable effort will be made to obtain signatures as opposed to a particular percentage of property owners signatures to authorize the project to proceed. The motion passed unanimously.

ROLL CALL

W. Vork Yea
L. Rodd Yea
A. Gustafson Yea
S. O' Brien Yea
K. Bureau Yea

A Motion was made by Councilor Gustafson and seconded by Councilor O'Brien to approve the Public Right-of-Way Easement agreement for Almar Drive drafted by the city attorney to be presented to ISD 93. The motion passed unanimously.

ROLL CALL

W. Vork Yea
L. Rodd Yea
A. Gustafson Yea
S. O' Brien Yea
K. Bureau Yea

A Motion was made by Councilor Vork and seconded by Councilor Rodd to accept the assessment spreadsheets, (which are calculated at 25% based on front footage @5% interest for 20 years) provided by MSA to use as the proposed assessment amount to provide to the property owners when presenting the assessment agreements. The motion passed unanimously.

ROLL CALL

W. Vork Yea
L. Rodd Yea
A. Gustafson Yea
S. O' Brien Yea
K. Bureau Yea

A MOTION was made by Councilor Vork and seconded by Councilor Gustafson to assess the property owner at the end of Almar Drive (PID 15-180-0095) to be assessed at \$4348.00(based on MSA calculations) as the property owner is receiving a benefit and were listed in the feasibility study. The property owner is receiving a great benefit from the Public Right-of-Way Agreement being presented to ISD 93. The motion passed unanimously.

ROLL CALL

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|--------------|-----|
| W. Vork | Yea |
| L. Rodd | Yea |
| A. Gustafson | Yea |
| S. O' Brien | Yea |
| K. Bureau | Yea |

A MOTION was made by Councilor Rodd and seconded by Councilor O'Brien to adjourn, the time being 11:31 am. The motion passed unanimously.

Respectfully Submitted:
Carol Conway/Deputy City Clerk