

**AGENDA**  
**REGULAR PLANNING COMMISSION MEETING**  
**June 20, 2017 - 7:00 P.M.**  
**9180 Lexington Avenue, Lexington, MN**

1. CALL TO ORDER
  - A. Roll Call: Chairperson Olsson, Commissioners Bautch, O'Neil, Thorson and Vanderbloomer
2. CITIZENS FORUM
3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS
4. LETTERS AND COMMUNICATION
5. Building Permits for May 2017 pg. 1-3
6. APPROVAL OF PLANNING COMMISSION MINUTES
  - A. May 16, 2017 pg. 4-6
7. DISCUSSION ITEM:
  - A. Overview of Lexington's Comprehensive Planning Process
  - B. Review Public Engagement
  - C. Review Draft Chapters 1-3 (see <https://lexington2040plan.com>)
8. NOTE COUNCIL MINUTES:
  - A. May 4, 2017 pg. 7-9
  - B. May 18, 2017 pg. 10-13
9. PLANNING COMMISSION INPUT
10. ADJOURNMENT



City of Lexington  
Permits Issued & Fees Report - Detail by Address  
Issued Date From: 5/1/2017 To: 5/31/2017  
Permit Type: All Property Type: All Construction Type: All  
Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Permit Type: Building													
Permit Kind: Commercial Remodel													
Permit Kind: Commercial Roofing													
Permit Kind: Commercial Sign - Permanent													
Permit Kind: Residential Accessory Building													
Permit Kind: Residential New Construction													
Permit Kind: Residential Remodel													
Permit Type: Building - Totals													
			Period	0									
			YTD	11	0	395,525.55	5,313.82	3,228.17	197.76				8,739.75
Permit Type: Fire													
Permit Kind: Commercial Fire Alarm													
Permit Kind: Commercial Fire Suppression													
Permit Type: Fire - Totals													
			Period	0									
			YTD	2	0	1,200.00	114.07	0.60					114.67
Permit Type: Mechanical													
Permit Kind: Commercial Remodel													
Permit Kind: Public Remodel													

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
<b>Permit Type: Mechanical</b>													
Permit Kind: Residential Furnace/Water Heater													
Permit Kind: Residential Repair													
2017-00027	05/30/2017	9115 JACKSON AVE	0			40.00		1.00					41.00
<b>Permit Type: Mechanical - Totals</b>													
	Period		1	0		40.00		1.00					41.00
	YTD		4	0	24,000.00	560.00	312.00	14.00					886.00
<b>Permit Type: Plumbing</b>													
Permit Kind: Commercial Remodel													
Permit Kind: Residential Furnace/Water Heater													
Permit Kind: Residential Repair													
<b>Permit Type: Plumbing - Totals</b>													
	Period		0										
	YTD		3	0	40,000.00	880.00		22.00					902.00
<b>Permit Type: Zoning</b>													
Permit Kind: Commercial Sign - Permanent													
Permit Kind: Residential Driveway													
2017-00023	05/16/2017	9338 DUNLAP AVE	0			60.00							60.00
2017-00026	05/25/2017	3951 LOVELL RD	0			60.00							60.00
Permit Kind: Residential Fence/Wall < 6 FT													
2017-00024	05/18/2017	8780 HAMLINE AVE	0			60.00							60.00
<b>Permit Type: Zoning - Totals</b>													
	Period		3	0		180.00							180.00
	YTD		6	0		350.00							350.00

Permit#	Date Issued	Site Address	Permit Count	Dwell Units	Valuation	Revenue	Plan Check	State Surcharge	Park Fees	SAC Units	SAC Fees	WAC Fees	Total Fees
Report Total			Period	4	0	220.00		1.00					221.00
	YTD		26	0	\$460,725.55	7,217.89	3,540.17	234.36					10,992.42

**Minutes  
PUBLIC HEARING  
&  
REGULAR PLANNING COMMISSION MEETING  
May 16, 2017 - 7:00 P.M.  
9180 Lexington Avenue, Lexington, MN**

1. CALL TO ORDER

Roll Call: Chairperson Olsson, Commissioners Bautch, O'Neil, Thorson and Vanderbloomer

*Vice Chairperson O'Neill called to order the Public Hearing on the Storm Water Pollution Prevention Program May 16, 2017 at 7:00 p.m. Commissioners Present: John Bautch, Ron Thorson, and Mark Vanderbloomer. Excused absence: Chairperson Chris Olsson. Also present: John Hughes, Councilmember; Bill Petracek, City Administrator; Chris Janson, MSA Consultant.*

2. PUBLIC HEARING – Storm Water Pollution Prevention Program (SWPPP)

*Petracek read the following at the public hearing:*

*The MS4 permit and SWPPP outlines the steps The City of Lexington will take during the current permit cycle of five years (2014-2019) to reduce storm water pollution and is commonly referred to as a Storm Water Pollution Prevention Plan (SWPPP) which is required by the State Clean Water Act. The Minnesota Pollution Control Agency (MPCA) is the statutory agency authorized to issue the permits, review the SWPPP and ensure compliance with the State mandates.*

*The purpose of this public hearing is to hold an annual meeting to receive public opinion on the adequacy and effectiveness of the SWPPP. A copy of the MS4 and SWPPP will be available upon request at the public hearing. The 2016 annual report will incorporate any comments received and all additional required documentation prepared before submittal to MPCA by June 30, 2017.*

*Staff recommends that the Planning Commission take the comments, if any, made at the public hearing, and pass them along to the City Council for additional input. The City Council may review that information and staff will include it in the City's Annual Report to be submitted to MPCA by June 30, 2017.*

*No citizens were present to address the Commission for the public hearing.*

3. ADJOURNMENT PUBLIC HEARING

***A motion was made by Bautch to close the public hearing for the Storm Water Pollution Prevention Program at 7:03 p.m. The motion was seconded by Vanderbloomer. Motion carried 4-0.***

REGULAR PLANNING COMMISSION MEETING

4. CALL TO ORDER

- A. Roll Call: Chairperson Olsson, Commissioners Bautch, O'Neil, Thorson and Vanderbloomer

***Vice Chairperson O'Neill called to order the Regular Planning Commission meeting on May 16, 2017 at 7:04 p.m. Commissioners Present: John Bautch, Ron Thorson, and Mark Vanderbloomer. Excused Absence: Chairperson Olsson. Also present: John Hughes, Councilmember; Bill Petracek, City Administrator; Chris Janson, MSA Consultants.***

5. CITIZENS FORUM

***No citizens were present to address the Commission***

6. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

***A motion was made by Vanderbloomer to approve the agenda as typewritten. The motion was seconded by Thorson. Motion carried 4-0.***

7. LETTERS AND COMMUNICATION

- A. Building Permits for April 2017

***No discussion on the April 2017 Building Permits***

8. APPROVAL OF PLANNING COMMISSION MINUTES

- A. April 11, 2017

***A motion was made by Bautch to approve the April 11, 2017 Planning Commission minutes as presented. The motion was seconded by Thorson. Motion carried 4-0.***

9. DISCUSSION ITEM:

- A. Overview of Lexington's Comprehensive Planning Process
- B. Review of Public Input Results and Survey Discussion
- C. Discussion about Draft Goals/Objectives for Plan Elements

*Chris Janson, MSA Consulting, was present to provide an overview of Lexington's Comprehensive Planning Process, discuss public input and survey results, and draft the goals and objectives for plan elements. Discussion ensued.*

*Janson discussed the lack of online survey results- five surveys completed - and whether it was necessary to mail out a survey or formulate another process to gather feedback from the community. Petracek explained that maybe we should try to get it out on social media first, and then consider mailing a survey to each resident. Discussion ensued.*

10. NOTE COUNCIL MINUTES:

- A. April 6, 2017
- B. April 20, 2017

*Some discussion was had on the April 6th and April 20th Council minutes.*

11. PLANNING COMMISSION INPUT

*Bautch explained that the street sign on Albert Ave was faded, the 30 mph sign on North Highway Drive was blocked out, and there was a hole forming on the property lines between his property and his neighbors. Discussion ensued.*

*Thorson stated that the gravel that was put into the pothole on Hamline Ave. didn't work. Discussion ensued.*

*O'Neill explained that there was something rotting in the ditch that was causing a bad smell on the West side of Hamline Ave north of Lovell Road. Discussion ensued.*

12. ADJOURNMENT

*Bautch made a motion to adjourn the May 16<sup>th</sup> meeting at 8:00 p.m. The motion was seconded by Vanderbloomer. Motion carried 4-0.*



**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
MAY 4, 2017 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**1. CALL TO ORDER: – Mayor Kurth**

- A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy

*Mayor Kurth called to order the Regular City Council meeting for May 4, 2017 at 7:00 p.m. Councilmember's present: Devries, Harris, Hughes, and Murphy. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Pat Zeitner, Quad Press Reporter; Andy Berg, Abdo, Eick, & Meyer; Numerous Centennial High School students.*

**2. CITIZENS FORUM**

*No citizens were present to address the council*

**3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

*A motion was made by Councilmember Devries to approve the agenda as typewritten. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

**4. PRESENTATION OF ANNUAL FINANCIAL REPORT**

- A. Annual Financial Report 2016 – Abdo, Eich & Meyers  
B. Management Letter - Abdo, Eich & Meyers

*Andy Berg, from Abdo, Eick, and Meyer, was present to give an overview of the 2016 Annual Financial Report.*

**5. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Harris) – *Councilmember Harris stated there were no meetings, she had nothing to report.*  
B. Cable Commission (Councilmember Murphy) – *Councilmember Murphy stated there were no meetings, he also had nothing to report.*  
C. City Administrator (Bill Petracek) – *Petracek gave a brief overview of the Minnesota City Manager's Conference he attended during the week. Discussion ensued.*

## **6. LETTERS AND COMMUNICATIONS:**

- A. Public Notice – 4-20-17 Council Workshop cancelled
- B. Centennial Lakes Police Department – April 2017 Newsletter
- C. Centennial Lakes Police Department Media Report
  - 4-13-17 through 4-19-17
  - 4-20-17 through 4-26-17
- D. North Metro TV – March 2017 Update
- E. Anoka County Parks and Community Services – May 2017 Newsletter

*No discussion on Letters and Communications*

## **7. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – April 20, 2017
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13518 through 13518  
Check #'s 41984 through 42038  
Check #'s 11404 through 11423

*A motion was made by Councilmember Murphy to approve the consent agenda items. The motion was seconded by Councilmember Devries. Motion carried 5-0.*

## **8. ACTION ITEMS:**

- A. Recommendation to approve Re-hire of Public Works Seasonal Part-time employee Mohamed Elsharkawy at \$12.49 per hour.

*Petracek explained that Mr. Elsharkaway is returning from last summer. The recommendation is to give him a \$1/hour rise from last summer.*

*A motion was made by Councilmember Murphy to approve the re-hire of public works seasonal part-time employee Mohamed Elsharkawy at \$12.49 per hour. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

- B. Recommendation to approve well house improvement change order #3 in the amount of \$1984.50.

*A motion was made by Councilmember Devries to approve the well house improvement change order #3 in the amount of \$1,984.50. The motion was seconded by Councilmember Hughes. Motion carried 5-0.*

## **9. MAYOR AND COUNCIL INPUT**

*Some discussion was had by Mayor and Council about the Lexington Fall Festival.*

## **10. ADJOURNMENT**

*A motion was made by Councilmember Hughes to adjourn the meeting at 7:43 p.m.  
The motion was seconded by Councilmember Devries. Motion carried 5-0.*

**Unapproved minutes  
PUBLIC HEARING  
&  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
MAY 18, 2017 – 7:00 P.M.  
9180 LEXINGTON AVENUE**

**PUBLIC HEARING**

**1. CALL TO ORDER:** - Mayor Kurth

A. Roll Call - Council Members: DeVries, Harris, Hughes, Murphy

*Mayor Kurth called to order the public hearing for the City of Lexington at 7:00 pm of May 18, 2017. Councilmember's present: Devries, Hughes, Harris and Murphy. Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Steve Winter, City Engineer; Peggy McNamara, Administrative Assistant; Pat Zeitner, Quad Community Press. Citizens attending public hearing provided their information on a signup sheet.*

PUBLIC HEARING: The purpose is to consider the making of Improvements called 2017 Street Improvement, an improvement of Flowerfield Road between North Highway Drive and Naples Street and Restwvood Road between North Highway Drive and Naples Street; and Hamline Avenue from South Highway Drive to Flowerfield Road by a reclamation or complete reconstruction as needed of the roadway to include concrete curb and gutter and an adequate storm sewer system.

*Steve Winter, City Engineer, provided an overview of the 2017 street projects on a powerpoint projector.*

*Members of the public that addressed the Council:*

*Sherri Urbanski  
8740 Hamline Ave  
Lexington, MN. 55014*

*Ms. Urbanski asked about how the City is going to address the water drainage problem on Hamline Ave. She asked what is being planned to alleviate the problem with this reconstruction project. Winter provided an explanation as to how the reconstruction of Hamline Ave. will include the extension of a storm sewer pipe with two new catch basins. Winter included more details of the project to Urbanski and members of the public.*

*Leroy Gene Miller  
8854 Hamline Ave.  
Lexington, MN 55014*

*Mr. Miller stated that water runs into his basement from Hamline Ave. during and after rainstorms. He added that he would like to see a drainpipe installed on Hamline Ave. in the event there is an overflow. He continued by saying that he doesn't believe a 4" curb is going to correct the drainage problem on Hamline Ave. He doesn't think that he would have water in his backyard if there was a proper sized curb in place. Discussion about the height of curb on Hamline Ave. and the water drainage ensued.*

*John Bautch  
8970 Albert Ave.  
Lexington, MN. 55014*

*Mr. Bautch asked the city engineer what type of material is being laid down on Restwood Ave. City Engineer Winter provided an explanation for the paving process of Restwood Ave. Discussion ensued.*

## **2. ADJOURN PUBLIC HEARING**

**The public hearing adjourned at 7:53 p.m.**

## **REGULAR COUNCIL MEETING**

### **1. CALL TO ORDER: – Mayor Kurth**

**A. Roll Call - Council Members: DeVries, Harris, Hughes and Murphy**

*Mayor Kurth called to order Regular City Council meeting for the City of Lexington at 7:55 pm of May 18, 2017. Councilmember's present: Devries, Hughes, Harris and Murphy. Also Present: Bill Petrcek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Steve Winter, City Engineer; Peggy McNamara, Administrative Assistant; Pat Zeitner, Quad Community Press, Larry Renallo, Cowboy's Saloon; Members of the community.*

### **2. CITIZENS FORUM**

*Peggy McNamara, Administrative Assistant, was in attendance to present Mayor Kurth with the Green Step award – Step 2. Petrcek reminded the Council that becoming part of the Green Step program was part of the strategic planning process. Discussion ensued.*

### **3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS**

*A Motion was made by Councilmember Hughes to approve the agenda as typewritten. The motion was seconded by Councilmember Devries. The motion carried 5-0.*

**4. LETTERS AND COMMUNICATIONS:**

- A. Public Notice – Park Board meeting
- B. Public Notice – Planning & Zoning Public Hearing – SWPPP
- C. Lake Drive Project – Open House – May 23<sup>rd</sup> from 5 to 7 pm
- D. North Metro TV – April Update
- E. Centennial Lakes Police Department
  - Media Report – 5-4-17 through 5-9-17
- F. Public Notice – May 18, 2017 Council Workshop cancelled

*No comments or discussion on Letters and Communications*

**5. CONSENT ITEMS:**

- A. Recommendation to Approve Council Minutes:  
Council Meeting – May 4, 2017
- B. Recommendation to Approve Claims and Bills:  
Check #'s 13519 through 13521  
Check #'s 40239 through 42092  
Check #'s 11424 through 11466
- C. Financial Reports
  - Cash Balances
  - Fund Summary – Budget to Actual

*A motion was made by Councilmember Hughes to approve the consent agenda. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

**6. ACTION ITEMS:**

- A. Recommendation to approve Business License renewals

*A motion was made by Councilmember Devries to approve Business License renewals. The motion was seconded by Councilmember Hughes. Motion carried 5-0.*

- B. Recommendation to approve Resolution NO. 17-07 A Resolution Ordering  
Improvement and Preparation of Plans

*A motion was made by Councilmember Murphy to approve Resolution No. 17-07 – A Resolution Ordering Improvement and Preparation of Plans. The motion was seconded by Councilmember Hughes. Motion carried 5-0.*

- C. Recommendation to approve Joint Powers Agreement between the City of  
Lexington and Anoka County for Assessment of Property.

*A motion was made by Councilmember Devries to approve a Joint Powers Agreement between the City of Lexington and Anoka County for assessment of property. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

- D. Recommendation to approve 2017 Management and Non Union Salary Increases.

*The City Council discussed Petracek's recommendations for 2017 management and non union salary increases.*

*A motion was made by Councilmember Devries to approve the recommended 2017 management and non-union salary increases. The motion was seconded by Councilmember Hughes. Motion carried 4-1*

## **7. MAYOR AND COUNCIL INPUT**

*Councilmember Devries asked about allowing dogs on patios in the bars in lexington. Discussion ensued. Devries stated that the P.D. wrote a patron a ticket for having a dog on the patio of a bar. Larry Renallo, owner Cowboy's saloon, provided an insight to animals in restaraunts and bars. Attorney Glaser stated he would do some research into the regulations of animals in liquor/restaurant establishments and bring information back to the next meeting.*

## **8. ADMINISTRATOR INPUT**

*Petracek discussed the comprehensive plan survey on website/facebook. He also announced the two used lawnmowers for sale on Govdeal.com.*

## **9. CONVENE FOR CLOSED EXECUTIVE SESSION-DISCUSS OFFERS ON LOVELL BUILDING**

*Council convened in closed session at 8:25 p.m.*

## **10. RECONVENE FROM CLOSED SESSION**

*Council reconvened in open session at 8:56 p.m.*

## **11. ADJOURNMENT**

*A motion was made by Councilmember Hughes to adjourn the Regular Council meeting of May 18, 2017 at 8:57 p.m. The motion was seconded by Councilmember Harris. Motion carried 5-0.*

/mv

