

**POLSON CITY COMMISSION MEETING AGENDA
CITY HALL COMMISSION CHAMBERS
MONDAY, JANUARY 3, 2011 7:00 P.M.**

ATTENDANCE: City Commissioners: Judy Preston, Mike Lies, Elsa Duford, and Fred Funke, Don Smith, John Campbell present. Mayor DeVries presiding. City Manager Todd Crossett present. City Attorney James Raymond absent. Others present: Treasurer Bonnie Manicke, Parks Superintendent Karen Sargeant, Ken Siler, Cheryl Wolfe.

CALL TO ORDER: Mayor DeVries called the meeting to order and the Pledge of Allegiance was recited.

APPROVAL OF PROPOSED AGENDA: Commissioner Preston moved to approve the agenda as proposed, seconded by Commissioner Campbell. The motion carried unanimously.

CONSENT AGENDA:

A. CITY COMMISSION MEETING MINUTES December 20, 2010

B. DECEMBER 16-30 CLAIMS

Commissioner Lies moved to approve agenda items A-B with corrections, seconded by Commissioner Funke. Commissioner Duford noted that on page 5 the minutes reflected that she had “worked” with Katie Wittow, the forestry intern, but she had in fact only “visited” with her. She wished the minutes to be corrected accordingly. **The motion carried unanimously.**

CITY MANAGER COMMENTS: City Manager Todd Crossett commented that City Attorney James Raymond’s absence was excused. Work on the HVAC system had occurred during the break. Karen Sargeant and Mike Johnson had put in a lot of work into the front area in order to maximize usable space.

Due to the tremendous amount of snow the Streets Department has been working extra hard at the snow removal. The City has had to pay to have snow hauled away. He asked that residents inform the City of any problem streets and to please bear with us. There has been more work done at night to allow more effective plowing.

The City was currently looking for storage space in answer to concerns from OSHA about over crowded storage upstairs.

Mayor DeVries asked about the possibility of a Commissioner retreat for strategic planning. City Manager Crossett answered that he believed it would be possible to schedule a workshop for early February to take on Vision and Mission statements. The Polson Development Code is the big project for January. Mayor DeVries answered that there would be a possible schedule conflict in February. City Manager Crossett noted that the schedule could be moved up to January. He felt the seminar should involve the entire council, and there would need to be more than one session. They would start with a vision statement and progress to discussion of situational variables facing the city and then to discussion of the wide range of project and priority options open to the City and establish priorities. From there, staff would work to develop an implementation plan. Mayor DeVries commented that maybe scheduling monthly or quarterly. Commissioner Duford asked if the workshops would be open to the public. City Manager Crossett stated that the workshops would be open to the public.

SECOND READING-ORDINANCE #661-REVISE CHAPTER 14.10-REGULATION OF PUBLIC TREES: Commissioner Funk moved to approve the second reading of Ordinance #661, seconded by Commissioner Lies. Commissioner Duford commented that there wasn't any detailed discussion about penalties involved. How would property owners be charged? Parks Superintendent Karen Sargeant stated that none of the fines, or citations were changed. The penalties never have been enforced and that is a part of the problem. The changes that were made pertained more to grammar, the tree board, and making the ordinance read politically correct. Parks Superintendent Sargeant went on to state that there would be an educational campaign coordinated with the *Valley Journal* and the *Lake County Leader*. The emphasis would be to educate the public on the correct way to take care of their trees, she did not wish to discourage any residents from maintaining their trees even if they were in the City's right-a-way. She encouraged members of the public to call the parks department with any questions about maintaining their trees. She asked that the parks department be informed of tree removals from the right-a-ways and stressed that there would be an educational component to making the ordinance work. Commissioner Duford inquired about permit fees for trees. Parks Superintendent Sargeant replied that at the current time there was no permit fee, however in the future they may consider one. Commissioner Duford asked about the current weather damaged trees. Parks Superintendent Sargeant stated that on March 30th there would be a workshop conducted on healthy & diseased trees, which the public was encouraged to attend. She planned to begin getting more people involved to find out how to maintain a healthier urban forest. Commissioner Duford inquired about the change from citizen appeals going before the Commission to now going before the City Manager. Parks Superintendent Sargeant advised that this would make it simpler for a citizen to make their appeal, and they would always have the right to bring it before the Commission if they wished. **The vote was unanimous to approve.**

DECEMBER 2010 CASH REPORT: City Treasurer Bonnie Manicke reported that the General Fund had a negative balance of \$-233,458.36. The trial balance from Lake County shows approximately 1.2 million anticipated revenue from the 2010 real estate property taxes. There was a mill increase of \$212/mill, which was an increase, but not as high as previous years. They were not finished with all of the AB26's, which would possibly be a challenge for the 2010 year. Currently the 2009 protested taxes were about \$9,000, and none had been released. Building Department, fund 2394 had a negative balance of \$-44,714.32, they would need construction to begin to see improvement. Both the tree and the ARRA recycling grant funds were carrying a negative balance waiting for grant reimbursement for the expenditures. The stormwater fund was currently negative \$-138,965.53, due to being a major component of the Streetscape project. There would be a transfer from the sewer operating fund or the sewer replacement and depreciation fund to cover the negative balance. Which fund would be used would be at the discretion of the Water and Sewer Superintendent, and would be reimbursed by the stormwater fund once sufficient funds were available. Mayor DeVries inquired about December revenue. Treasurer Manicke replied that there was a trial balance of approximately \$365,000 in property taxes and HB124, approximately \$140,000 had also been received. She noted that in December they would see a large transfer of \$90,000 transferred from the TIF Distric #1 fund into SID #42 for the Commission approved Streetscape contribution. She noted that they may see a negative balance in that fund, but it was due to the State being backlogged and the funds were there to balance. **Commissioner Lies moved to approve the December 2010 Cash Report. Commissioner Funke seconded. The motion carried unanimously.**

REAPPOINT BRUCE AGRELLA TO JOINT AIRPORT BOARD FOR THREE YEAR TERM: City Manager Crossett advised that Bruce Agrella had served 6 years and was up for re-appointment. Bruce is the current President of the Board and he is doing a great job working with the FAA on the lease situation. There were no other letters of interest. **Commissioner Lies moved to reappoint Bruce Agrella to the Joint Airport Board for a three year term, seconded by Commissioner Preston. The motion was carried unanimously.**

WARD 1 APPOINTMENT TO PARK BOARD WARD 1: City Manager Crossett advised that there were 3 applicants, current Board member Arlene Long, and applicants Jill Campell and Daniel Smith. Arlene would like to remain on the Board. Parks Superintendent Sargeant stated that there had not been an opportunity to speak with Jill or Dan. She recommended the reappointment of Arlene Long who was a landscaper and horticulturist, and she looked to her on a number of issues. She added that she was pleased by all of the interest in the Board, and there would be 2 at large positions open in 2012, which she encouraged the other applicants to apply for. **Commissioner Smith made the motion to reappoint Arlene Long to the Park Board, seconded by Commissioner Preston. The motion carried with 6 in favor, Commissioner Campbell abstaining.**

COMMISSION CONSENT TO CITY MANAGER REAPPOINTMENT OF DAVID COTTINGTON TO GOLF BOARD AT LARGE POSITION: City Manager Crossett advised that there had been several letters received for both the at large and ward 2 positions on the Golf Board. He recommended the reappointment of Dave Cottingham, as he was doing a good job and spent a lot of time working on projects, particularly the maintenance building. Golf Board President Dave Sheesley also conveyed his recommendation for reappointment. **Commissioner Lies moved to reappoint David Cottingham to the Golf Board at large position, seconded by Commissioner Funke. The motion was carried unanimously.**

WARD 2 APPOINTMENT TO GOLF BOARD WARD 2 VACANCY – 3 APPLICANTS – MIKE LIES, RON NORMANDEAU & MURAT KALINYAPRAK: Commissioner Preston moved to appoint Ron Normandeau to ward 2 of the Golf Board, seconded by Don Smith. **The motion carried with 6 in favor, Commissioner Lies abstaining.**

PUBLIC COMMENT ON MATTERS OF SIGNIFICANT INTEREST TO THE PUBLIC NOT ON THE AGENDA: Commissioner Duford asked if the advertisement in the paper for discounted golf passes was something new. Mayor DeVries that it had been a long term practice to have a discount for early pass purchases, particularly around the holidays when they were often purchased as gifts.

Mayor Devries adjourned the meeting at 7:40 p.m.

Mayor Pat DeVries

Attest: Cora Pritt, City Administrative Assistant