

## **AGENDA**

### **CITY OF LEXINGTON REGULAR PARK BOARD MEETING February 5, 2018 –5:30 P.M. 9180 Lexington Avenue Lexington, MN 55014**

**1. CALL TO ORDER**

Roll Call: Chairperson Hylton, Commissioners Splettstoeszer, Koch, and Murphy.  
Also present - Finance Director Galiov and Council Liaison DeVries.

**2. CITIZENS FORUM**

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

**4. LETTERS AND COMMUNICATION**

**5. APPROVAL OF PARK BOARD MINUTES**

A. January 8, 2018

**6. ACTION ITEMS:**

A. Review Park Board applications

**7. NOTE COUNCIL MINUTES:**

A. January 4, 2018

B. January 18, 2018

**8. PARK BOARD INPUT**

**9. ADJOURNMENT**

**CITY OF LEXINGTON**  
**REGULAR PARK BOARD MEETING MINUTES**  
**January 8, 2018 –5:30 P.M.**  
**9180 Lexington Avenue**  
**Lexington, MN 55014**

**1. CALL TO ORDER**

Roll Call: Commissioners Splettstoesz, Hylton, Koch, and Murphy. Also present - Finance Director Galiov and Council Liaison DeVries  
Call to order 5:35 pm

**2. CITIZENS FORUM**

No one wished to address the Park Board.

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

Motion was made by Commissioner Koch, seconded by Commissioner Murphy, to approve the agenda as changed. Motion carried.

**4. LETTERS AND COMMUNICATION**

**5. APPROVAL OF PARK BOARD MINUTES**

Motion was made by Commissioner Splettstoesz, seconded by Commissioner Koch, to approve the Park Board Minutes of November 6<sup>th</sup>, 2017. Motion carried

**6. ACTION ITEMS:**

A. Election of new Chairperson.

*Commissioner Koch nominated Commissioner Hylton. No other nominations were made. A motion was made by Commissioner Koch to elect Commissioner Hylton as a Park Board Chairperson. Commissioner Splettstoesz seconded the motion. Motion carried 3-0.*

**7. NOTE COUNCIL MINUTES:**

- A. November 1, 2017
- B. November 15, 2017
- C. December 7, 2017
- D. December 21, 2017

**8. PARK BOARD INPUT**

*Commissioner Koch suggested that the Park Board be involved with the Fall Festival. Discussion ensued.*

*Commissioner Hylton recognized Commissioner Koch for the decorations in front of City Hall.*

**9. ADJOURNMENT**

A motion was made by Commissioner Koch to adjourn the meeting. The motion was seconded by Commissioner Splettstoesz. Meeting adjourned at 6:00 pm.



**CITY OF LEXINGTON**  
**9180 Lexington Ave**  
**Lexington, MN 55014**  
**763-784-2792**

**APPLICATION FOR EMPLOYMENT**

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status under Minnesota or federal law.

**PLEASE PRINT**

Last Name	First Name	Middle Name
GINTER	SHARON	KAY
Address	City	State
3901 FLOWERFIELD ROAD	LEXINGTON	MN
Zip Code		
55014		
Telephone Number(s)		
763-786-6373 (H)	763-227-9716 (cell)	

Position applying for PARKS BOARD MEMBER

If you are under 18 years of age, can you provide proof of you eligibility to work? ☐ Yes ☐ No

Have you ever filed an application with us before? Just as an ELECTION JUDGE ☒ Yes ☐ No  
If Yes, give date \_\_\_\_\_

Have you ever been employed with us before? JUST AS AN ELECTION JUDGE ☒ Yes ☐ No  
If Yes, give date \_\_\_\_\_

Are you currently employed? ☐ Yes ☒ No

May we contact your present employer? ☐ Yes ☐ No

Are you prevented from lawfully becoming employed in the United States because of Visa or Immigration Status?

Proof of citizenship or immigration status will be required upon employment. ☐ Yes ☒ No

On what date would you be available for work? IMMEDIATELY

Are you available to work: ☐ Full Time ☒ Part Time ☐ Temporary

Are you currently on "lay-off" status and subject to recall? ☐ Yes ☒ No

Can you travel if a job requires it? ☒ Yes ☐ No

## EDUCATION

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Last Grade Completed (Circle) 8 9 10 11 12 GED

High School CHIPPEWA FALLS SR. HIGH  
CHIPPEWA FALLS, WISCONSIN

Undergraduate College Mpls. Com. & TECH. COLLEGE  
Mpls., MN.

Course of Study I ONLY TOOK A FEW CLASSES

Degree \_\_\_\_\_

Graduate Professional \_\_\_\_\_

Course of Study \_\_\_\_\_

Degree \_\_\_\_\_

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Describe any specialized training, apprenticeships, skills and other training activities.

TRAINING ON THE IMAGING SYSTEM, CUSTOMER SERVICE TRAINING,  
LEARNED SEVERAL DIFFERENT COMPUTER SYSTEMS OVER THE YEARS  
SUCH AS MACOLA, MIRRORS, EDI, CIS, & ISRS. I HAVE EXCELLENT  
ANALYTICAL, LOGICAL, DEDUCTIVE REASONING & RESEARCH SKILLS.

Valid Drivers License - Number D 757197851219

Valid Class B CDL - Number \_\_\_\_\_

## EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicates race, color, religion, gender, national origin, disabilities or other protected status.

1.

Employer <u>STATE OF MINNESOTA (MNSCU)</u> <u>Mpls. COMMUNITY &amp; TECHNICAL COLLEGE</u>	Dates Employed From <u>1987</u> To <u>5-1-2014</u>
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Address	<u>1501 HENNEPIN AVENUE</u> <u>MPLS. MN 55403</u>
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Telephone Number(s) <u>612-659-6000</u>	Hourly Rate/Salary Starting <u>\$7.58 (?)</u> / Hour Final <u>\$20.39 / Hour</u>
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Job Title <u>CUSTOMER SERVICE</u> <u>SPECIALIST INTERMEDIATE</u>	Supervisor <u>THE</u> <u>REGISTRAR</u>	Reason for Leaving <u>RETIRED</u>
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Work Performed <u>MAIN DUTIES WERE: WORKING WITH INSTRUCTORS REGARDING</u> <u>grade entry, etc. WORKED WITH ACADEMIC DEANS &amp; BUSINESS OFFICE PROCESSING</u> <u>WAIVERS &amp; dropping students; resolved records for students with more than one</u> <u>record in system. Scanned students records into imaging system.</u>	
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2.

Employer <u>MERMAID EVENT CENTER</u>	Dates Employed From <u>1977</u> To <u>1987</u> and <u>2001 - 2004</u>
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Address	<u>2200 MOUNDS VIEW BOULEVARD</u> <u>MOUNDS VIEW, MN. 55112</u>
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Telephone Number(s) <u>763-746-2141</u>	Hourly Rate/Salary Starting <u>\$3.75/hr. (?)</u> Final <u>\$7.50/hr. (?)</u>
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Job Title <u>SUPERVISOR</u> <u>(Began as a WAITRESS)</u>	Supervisor <u>1ST</u> <u>BRUCE SUMMERS THEN</u> <u>CAROL ANNE BACK</u> → <u>THEY CLOSED NIGHTCLUB - didn't need me</u>	Reason for Leaving
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Work Performed <u>VERIFY VALIDITY OF &amp; CASHING PAYROLL CHECKS, VERIFY VALIDITY OF</u> <u>I.D. CARDS &amp; DRIVERS LICENSES, COUNT/VERIFY &amp; RECORD THE STAFF'S SALES DROPS &amp;</u> <u>THE BARTENDERS' TILLS, VERIFY DAILY CHARGE CARD TOTALS &amp; BATCH TRANSFER THEM</u> <u>OVERSEE A STAFF OF TEN OR MORE EMPLOYEES. CALCULATE A TOTAL</u> <u>ON-SITE DOLLAR AMOUNT &amp; JUSTIFY THE TOTAL WITH THE PREVIOUS COUNT.</u>	
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3.

Employer	<u>Dates Employed</u> From                      To
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Address
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Telephone Number(s)	<u>Hourly Rate/Salary</u> Starting                      Final
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Job Title	Supervisor	Reason for Leaving
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Work Performed
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4.

Employer	<u>Dates Employed</u> From                      To
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Address
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Telephone Number(s)	<u>Hourly Rate/Salary</u> Starting                      Final
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Job Title	Supervisor	Reason for Leaving
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Work Performed
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If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

You may exclude membership, which would reveal gender, race religion, national origin, age, ancestry, disability or other protected status:

PRESIDENT OF CIRCLE-LEX J.C. WOMEN,  
ELECTION JUDGE, SING IN CHURCH CHOIR, "VOLUNTEER" AT HOSPITAL &  
A PLACE FOR KIDS & ADULTS WITH DOWN SYNDROME & AUTISM WHEN  
I WAS IN HIGH SCHOOL.

**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
JANUARY 4, 2018 – 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 January 4, 2018 at 7:10 p.m.  
Councilmember's present: Devries, Harris, Hughes, and Payment.*

*Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; and Chris Galiov,  
Finance Director.*

**2. CITIZENS FORUM**

*No citizens were present to address the Council.*

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

*Councilmember Murphy made a motion to amend and approve the agenda by adding Item #7-H  
– Resolution 18-07 – A Resolution of the City of Lexington approving the Sale of Property.  
Councilmember Hughes seconded the motion. Motion carried 5-0.*

**4. INFORMATIONAL REPORTS:**

- A. Airport (Councilmember Harris) – *No report given*
- B. Cable Commission (Councilmember Murphy) – *No report given*
- C. City Administrator (Bill Petracek) – *Petracek stated the contractor for the Ephesians  
Development would begin digging footings and foundation on Monday, January 8.  
Discussion ensued.*

**5. LETTERS AND COMMUNICATIONS:**

- A. 2017 Holiday Lighting Contest Winners
- B. Planning & Zoning meeting minutes – December 12, 2017
- C. Centennial Lakes Police Department Media Report
- December -14, 2017 through December-17, 2017
- D. CenterPoint Energy rate increase proposal

***Mayor Kurth announced the Holiday Lighting winners:***

***1st Heidi Haakenson***

***8900 Syndicate Ave***

***2nd Mark and Nancy Peterson***

***3871 Flowerfield Rd***

***3rd Christopher Carlson***

***9491 Dunlap Ave***

**6. CONSENT ITEMS:**

A. Recommendation to Approve Claims and Bills:

Check #'s 13560 through 13561

Check #'s 42914 through 42961

Check #'s 42962 through 42983

Check #'s 41580 through 41596

Check #'s 117366 through 11767

***Councilmember Murphy made a motion to approve the consent agenda items. Councilmember Harris seconded the motion. Motion carried 5-0.***

**7. ACTION ITEMS:**

A. Resolution NO. 18-01 A Resolution naming Appointees For 2018

***Councilmember Harris made a motion to approve, with changes to the Park Board appointees, Resolution No. 18-01 – A Resolution naming Appointees for 2018. Councilmember Hughes seconded the motion. Motion carried 5-0.***

B. Resolution NO. 18-02 A Resolution establishing Rates to Be Charged for  
Water, Wastewater and Storm water Services

***Councilmember Hughes made a motion to approve Resolution NO. 18-02 A Resolution establishing Rates to Be Charged for Water, Wastewater and Storm water Services. Councilmember Devries seconded the motion. Motion carried 5-0.***

C. Resolution NO. 18-03 A Resolution Establishing Procedures Relating To  
Compliance With Reimbursement Bond Regulations Under the Internal  
Revenue Code



***Councilmember Harris made a motion to approve Resolution NO. 18-03 A Resolution Establishing Procedures Relating To Compliance with Reimbursement Bond Regulations under the Internal Revenue Code. Councilmember Murphy seconded the motion. Motion carried 5-0.***

- D. Resolution NO. 18-04 A Resolution Authorizing Signatories For the City Of Lexington Financial Accounts and Checks and Granting Finance Director Access To the City's Financial Account For 2018

***Councilmember Murphy made a motion to approve Resolution NO. 18-04 A Resolution Authorizing Signatories For the City Of Lexington Financial Accounts and Checks and Granting Finance Director Access To the City's Financial Account For 2018. Councilmember Hughes seconded the motion. Motion carried 5-0.***

- E. Resolution NO. 18-05 A Resolution Adopting Fee Schedule

***Councilmember Harris made a motion to approve Resolution NO. 18-05 A Resolution Adopting Fee Schedule. Councilmember Murphy seconded the motion. Motion carried 4-1.***

- F. Recommendation to approve Joint Powers Agreement For Frontage Road & Signal Construction Along County State Aid Highway 23 In the City of Lexington, MN (SAP 002-623-017)

***Petracek explained that this JPA is an agreement between Anoka County and City of Lexington regarding the 2018 Lake Drive construction project. Discussion ensued.***

***Councilmember Harris made a motion to approve Joint Powers Agreement For Frontage Road & Signal Construction Along County State Aid Highway 23 In the City of Lexington, MN (SAP 002-623-017). Councilmember Harris seconded the motion. Motion carried 5-0.***

- G. Recommendation to approve Withdrawal from North Metro Mayor's Association.

***Councilmember Harris made a motion to approve Withdrawal from North Metro Mayor's Association. Councilmember Devries seconded the motion. Motion carried 5-0.***

- H. Recommendation to approve Resolution 18-07 – A Resolution of the City Council of Lexington, Minnesota, Approving Sale of City-Owned Property.

***Councilmember Murphy made a motion to approve Resolution 18-07 – A Resolution of the City Council of Lexington, Minnesota, Approving Sale of City-Owned Property. Councilmember Harris seconded the motion. Motion carried 5-0.***

## **8. MAYOR AND COUNCIL INPUT**

*Councilmember Devries discussed the slippery surface on S. Highway Drive in front of Cowboy's Salloon. Petracek stated he would talk to Public works about it.*

## **9. ADJOURNMENT**

*Councilmember Hughes made motion to adjourn the meeting at 7:20 p.m. Councilmember Devries seconded the motion. Motion carried 5-0.*

**Unapproved minutes  
CITY OF LEXINGTON  
REGULAR COUNCIL MEETING  
JANUARY 18, 2018– 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 January 18, 2018 at 7:00 p.m. Councilmember's present: Hughes, and Murphy. Excused Absence: Devries and Harris*

*Also Present: Bill Petracek, City Administrator; Kurt Glaser, City Attorney; Chris Galiov, Finance Director; Travis Schmid, Public Works; Mike Shlater, Carbone's; Quad Press Reporter; Marilyn Ames, Park Board; Chris Olsson, Planning Commission; Mike Hoska, Gloria Murphy, Park Board.*

**2. CITIZENS FORUM**

*No citizens were present to address the Council*

**3. PRESENTATION OF APPRECIATION PLAQUES TO OUTGOING PLANNING & ZONING AND PARK BOARD COMMISSION MEMBERS**

*Mayor Kurth presented appreciation plaques to outgoing Park Board and Planning Commission members –*

- 1. Marilyn Ames – Park Board*
- 2. Leann Mitlyn – Park Board*
- 3. Chris Olsson – Planning & Zoning*
- 4. Mike Hoska – Planning & Zoning*

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

*Councilmember Hughes made a motion to approve the agenda as presented. Councilmember Murphy seconded the motion. Motion carried 3-0.*

**5. LETTERS AND COMMUNICATIONS:**

A. North Metro TV December 2017 Update

- B. City Report December 2017
- C. Anoka County Parks and Community Services 2018
- D. MSA Proposed 2018 Fees
- E. Mediation Services for Anoka County
- F. Centennial Lakes Police Department Media Report 12/28/2017- 1/3/18
- G. January 9, 2018 Planning & Zoning Minutes

***No discussion on Letters and Communications***

**6. CONSENT ITEMS:**

- H. Recommendation to Approve Council Minutes:  
Council Meeting – December 21, 2017 and January 4, 2018
- I. Recommendation to Approve Claims and Bills:  
Checks 13562 through 13564  
Checks 42984 through 43035  
Checks 117868 through 11805
- J. Financial Reports
  - Cash Balances
  - Fund Summary – Budget to Actual

***Councilmember Hughes made a motion to approve the consent agenda items. Councilmember Murphy seconded the motion. Motion carried 3-0.***

**7. ACTION ITEMS:**

- A. Recommendation to approve Resolution 18-08 - A Resolution approving a Preliminary Plat Outlot A, Lexington Center 2<sup>nd</sup> Addition to be converted to Lexington Center 3<sup>rd</sup> Addition, Lot 1- Block 1 – 48,138 sq. ft/ 1.128 acres. to accommodate a new O'Reilly's Auto Parts Store.

***Councilmember Hughes made a motion to approve Resolution 18-08 - A Resolution approving a Preliminary Plat Outlot A, Lexington Center 2nd Addition to be converted to Lexington Center 3rd Addition, Lot 1- Block 1 – 48,138 sq. ft/ 1.128 acres. to accommodate a new O'Reilly's Auto Parts Store. Councilmember Murphy seconded the motion. Motion carried 3-0.***

- B. Recommendation to approve 2018 Memorandum of Understanding (MOU) with Centennial Lakes Little League.

***Councilmember Murphy made a motion to approve 2018 Memorandum of Understanding (MOU) with Centennial Lakes Little League. Councilmember Hughes seconded the motion. Motion carried 3-0.***

- C. A recommendation to approve a Proclamation Commemorating City of Lexington, Minnesota School Choice Week.

***Mayor Kurth made a motion to approve a Proclamation Commemorating City of Lexington, Minnesota School Choice Week. Councilmember Murphy seconded the motion. Motion carried 3-0. Mayor Kurth read the Proclamation.***

- D. A recommendation to approve a purchase of 2018 F350 4X4 – Regular Cab – 8’ Box for \$42,375.61 along with the emergency lighting for \$1199.08. Total amount \$44,248.69 from the State Bid.

***Petracek provided an explanation to the State bid coming in over budget by \$6,000 for the new truck, emergency lights, and snow plow. He explained that he is recommending an alternate bid without out the snow plow replacement, which would bring the replacement equipment on budget for 2018. Discussion ensued.***

***Mayor Kurth explained that it is better to purchase the new plow this year, since we would need to replace it anyway. Petracek explained that the Capital Fund would be able to absorb the \$6,000 amount over budget.***

***Mayor Kurth made a motion to approve the purchase 2018 F350 4X4 – Regular Cab – 8’ Box for \$42,375.61 along with the emergency lighting for \$1199.08; and Boss Plow 9’ Super Duty for \$5750.40 not to exceed the amount of \$49,999.09. Councilmember Hughes seconded the motion. Motion carried 3-0.***

- E. Recommendation to approve Lexington Liquor License Application pending approval by Minnesota Alcohol and Gambling Enforcement Division for Northwoods Pizza Co. DBA Carbone’s ( a successful background check has been completed by Centennial Lakes Police.)

***Councilmember Murphy made a motion to approve Lexington Liquor License Application pending approval by Minnesota Alcohol and Gambling Enforcement Division for Northwoods Pizza Co. DBA Carbone’s. Councilmember Hughes seconded the motion. Motion carried 3-0.***

- F. Recommendation to approve a “Termination and Release” of ground lease agreement between the City of Lexington and Wells Fargo LLC. for the Lovell property

*Attorney Glaser explained that the Lovell Building grounds has an old lease with Norwest Banks, now owned by Wells-Fargo, and this "Termination and Release" needs to be approved and executed in order to clear title for the sale of the property. Discussion ensued.*

*Mayor Kurth made a motion to approve a "Termination and Release" of ground lease agreement between the City of Lexington and Wells Fargo LLC. for the Lovell property. Councilmember Murphy seconded the motion. Motion carried 3-0.*

**8. MAYOR AND COUNCIL INPUT**

*No input from mayor kurth and councilmembers.*

**9. ADMINISTRATOR INPUT**

*No administrator input*

**10. ADJOURNMENT**

*Mayor Kurth made a motion to adjourn at 7:17 p.m. Councilmember Murphy seconded the motion. Motion carried 3-0.*