



CITY OF WEST ST. PAUL
1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

OPEN COUNCIL WORK SESSION
February 22, 2016
5:00 p.m.
MUNICIPAL CENTER
ADMINISTRATION CONFERENCE ROOM

1. Roll Call

2. Approve Agenda

3. Review The Regular Meeting Consent Agenda

4. Agenda Item(S)
 - 4.A. YMCA Discussion About WSP Options
Estimated time required: 40 minutes
Documents: [COUNCIL REPORT-YMCA.PDF](#)

 - 4.B. Discussion Relating To Inflow And Infiltration Project
Expected time required: 40 minutes
Documents: [COUNCIL REPORT-I AND I MODIFICATIONS AND ORDINANCE AMENDMENT.PDF](#), [ORDINANCE -AMENDING I-I REGARDING INSPECTIONS 2-17-16.PDF](#)

5. Adjourn

Parking Lot of Upcoming Topics - Anticipated OCWS, Expected Time

- Trash Enclosure Amendment - March 14, 15 min.
- Net Ministries - March 14, 15 min.
- NDC4 Discussion / Jodie Miller - March 14 or 28, 25 min.

Future Topics for Discussion & Consideration

- North Gateway Development
- Organic Recycling Program – Dakota County
- Sidewalk/Trail Assessment Policy (30 min.)
- Solid Waste Management Discussion (90 min.)

TO: Mayor and City Council
FROM: Matt Fulton, City Manager
DATE: February 22, 2016
SUBJECT: Discussion with YMCA about future plans



BACKGROUND INFORMATION : The West St Paul YMCA is currently undergoing a strategic planning process regarding its facility locations within the Twin Cities Market area in an effort to plan for its successful future. In October, 2014, the City and YMCA entered into a “Memorandum of Understanding” relating to a mutual interest in exploring the potential for doing a collaborative project that would include a new YMCA and City Hall. While a jointly funded community survey was completed regarding this idea, additional efforts were essentially shelved when the City Hall project needed to be deferred due to financing limitations and the YMCA commenced its strategic planning effort.

DISCUSSION : As the YMCA anticipates its future, it is timely and appropriate for YMCA representatives to discuss its future with the City Council, including any ongoing interest in exploring the idea of a collaborative project with the City. If there is interest, additional work would be necessary to define the specifics surrounding how such a partnership would be organized and financed. The logical location for such a project would be somewhere on the municipal golf course, likely at the intersection of Thompson Avenue and Oakdale St. In order to maximize any redevelopment interests on Robert Street, a land swap with the YMCA would help to maximize the City’s ability to assist with land assembly for any future economic redevelopment project that might include the YMCA site. The YMCA currently owns 9.58 acres and has an assessed market value of \$3,887,500. The YMCA is a tax-exempt organization. As the Council is aware, the City has a lease agreement with the YMCA to use a portion of the YMCA property for use by the Thompson Oaks Municipal Golf Course.

If the City Council is not interested in pursuing a collaborative project with the YMCA, the idea of a land swap is still something to discuss with the YMCA in the interest of helping the YMCA have a location to construct a future new facility.

FISCAL IMPACT N/A

		Amount
Fund:		
Department:		
Account:		

STAFF REQUEST FOR CONSIDERATION

Staff is requesting Council discussion and direction.

TO: Mayor and City Council
FROM: Matt Fulton, City Manager
DATE: February 22, 2016
SUBJECT: Modifications to Inflow/Infiltration Program



BACKGROUND INFORMATION : The City of West St Paul is engaged in a program intended to ensure that clear water does not end up in the sanitary sewer system. This program is being required by the Metropolitan Council that has a surcharge approach toward communities that allow excessive clear water into the sanitary sewer service. In West St Paul's case, the surcharge amount is \$2.7m. The surcharge can be avoided if a similar amount is invested in the public and private sanitary sewer infrastructure to remove the clear water.

While the program was originally commenced in 2008, a more aggressive approach was implemented in 2015. The engineering firm of SEH has been retained to assist the City in this effort.

Based on the experience from the past year relating to this project, there are several modifications that the City Council is being asked to consider at this time

DISCUSSION : The following modifications are being suggested to be implemented:

1. Hire a temporary employee to provide initial house preview to determine if the property is ready for inspection by SEH and assist property owners in understanding the overall steps required by this program to become compliant. The position description for this position is attached and the proposed rate is \$20-\$25/hour. The position would continue until the I/I program is completed. As part of this effort, the City would take more of a leadership role in helping property owners schedule and accomplish the necessary steps in becoming compliant.
2. Amend Chapter 50.08 of the City Code regarding the discharge of prohibited clear water drainage and sump pumps. The proposed changes simply are intended to clarify the responsibilities of homeowners to participate in the I/I program and ensuring that the sanitary sewer service line is available and accessible. The proposed language clarifies penalties for not participating. The Council is being requested to have a first reading of the ordinance at its regular meeting on February 22. The proposed ordinance is attached.
3. In order to avoid street excavation, it is being recommended that any required sanitary sewer service line repairs be limited to no closer than 2 feet from the sanitary sewer main in the street. Any repair work that would necessitate excavation in the street would be noted in the City's records and corrected at the time of street reconstruction. This would shift the cost of these repairs to the City although would also preserve the integrity of the street which is a high community priority. Future costs for sanitary sewer main repairs would increase as a result of this approach and would need to be absorbed in municipal sewer rates.
4. A property would be considered compliant upon the submittal and review of a video and signed verification statement from the licensed plumbing company following all required repairs.

5. FISCAL IMPACT

I/I Inspection Liaison is proposed at a \$20-\$25/hour rate. Hours will depend on need. Annualized, this position, working full-time, would be approximately \$41,600-\$52,000 and funded through the Sanitary Sewer Fund.

Additional city expenses relating to assuming reconstruction repairs to sanitary sewer service line/main repair is not possible to calculate at this time and would be incorporated within the capital budget for the Sanitary Sewer Fund.

Eliminating a final inspection by SEH will save the City \$200/inspection.

		Amount
Fund:	602	
Department:	49450	
Account:	40104	\$20-\$25/hour

STAFF REQUEST FOR CONSIDERATION

Staff is requesting the City Council to:

1. Hold the first reading of the proposed ordinance amendments to Chapter 50.08 of the City Code relating to the discharge of prohibited clear water drainage and sump pumps;
2. Authorize the hiring of a temporary I/I Inspection Liaison to assist property owners through this process.
3. Approve several program modifications:
 - a. Disallow any street excavation for the repair of a sanitary sewer service line, except as authorized for unusual circumstances, and acknowledge that any needed repair would be addressed as part of a street reconstruction project at City expense.
 - b. Allow compliance based upon the submittal and review of a video and written verification by plumber that all repairs have been accomplished.

ORDINANCE NO. _____
CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 50, SECTION 50.08 OF THE WEST ST. PAUL CITY CODE REGARDING DISCHARGE OF PROHIBITED CLEAR WATER DRAINAGE; SUMP PUMPS

The City Council of West St. Paul does ordain:

SECTION 1. West St. Paul City Code Chapter 50, Section 50.08 relating to the Discharge of Prohibited Clear Water Drainage; Sump Pumps, is hereby amended as follows:

§ 50.08 DISCHARGE OF PROHIBITED CLEAR WATER DRAINAGE; SUMP PUMPS.

(A) *Definition. CLEAR WATER DRAINAGE*, for the purpose of this section, is defined as stormwater, natural precipitation, ground water or flow from roof runoff, surface runoff, subsurface drainage, down spouts, eave troughs, rainspouts, yard drains, sump pumps, foundation drains, yard fountains, ponds, cistern overflows or water discharged from any nonresidential air conditioning unit or system.

(B) *Prohibited discharges.* No person shall directly or indirectly discharge, or permit to be discharged any clear water drainage into the city's sanitary sewer system.

(C) *Prohibited connections.* No person shall make or maintain a connection between any conductor used to carry clear water drainage and the city's sanitary sewer system.

(D) *Sump pumps.* Dwellings and other buildings and structures that require a sump pump system to discharge excess water because of the infiltration of water into basements, crawl spaces and the like shall obtain a permit and have a permanently installed discharge line that complies with the following:

- (1) It shall not any time discharge water into the city's sanitary sewer system;
- (2) It shall provide for year-round discharge capability to either the outside of the dwelling, building or structure, to the city's storm sewer system;
- (3) It shall consist of a rigid discharge line inside the dwelling or building, without any connections for altering the path of discharge, and if connected to the city's storm sewer line must include a check valve; and
- (4) Must be directed toward the front or rear yard so as not to trespass or discharge on to adjoining properties.

(E) *Inspections.* An inspection is required to ensure compliance with this Section. Inspections shall be conducted pursuant to § 10.17. In addition to following the inspection requirements in § 10.17, owners and occupants shall be required to comply with the following:

- (1) Allow an initial inspection within 30 days of the date that the city notifies the owner or occupant that a mandatory inspection is required;
- (2) Provide sufficient access to the sanitary service line within the dwelling, building or other structure, including removal of all obstacles so that the sanitary service line is completely accessible to the inspector;
- (3) Clear the sanitary service lines of all root intrusions or any other intrusions to allow clear televising of the sanitary service line from the dwelling, building or other structure to its connection with the public sewer main.

(F) *Violations.* When the inspector determines that there has been a violation of any provision of this section, the inspector will give notice of the violation to the owner and occupant in writing and allow up to 180 days to correct the violation, unless more time is granted by the City Council. The owner must provide the city with a televised recording of the sanitary service line taken by a licensed contractor verifying that all corrections have been made.

(G) *Surcharge.*

(1) A monthly surcharge of \$50 for single-family properties and a surcharge of \$300 for all other properties shall be added to each sewer and water bill if:

(a) An owner fails to schedule an inspection pursuant to §50.08(E)(1) above;

(b) An owner whose property was found in violation of this section did not make the necessary changes and furnish proof of those changes to the city within 180 days or such other time frame as stated in the notice of violation; or

(c) There has been a reconnection of a previously disconnected prohibited discharge. If a property is certified in compliance with this section and the same owner is later found to have reconnected to the municipal sanitary sewer system, the property owner will be subject to the surcharge for all months between the last two inspections. If there has been a change in ownership, then the new owner shall be given a notice of violation and allowed up to 180 days to comply.

(2) The surcharge shall be added for every month during which the property is not in compliance.

(H) *Temporary waiver.* The Public Works Director may allow or require a temporary waiver from the provisions of this section when strict enforcement would cause a threat of damage to other property, the environment or public safety because of circumstances unique to the individual property. A written request for a temporary waiver must be first submitted to the

Public Works Director specifying the reasons for the request. If a waiver is required or granted, the property owner must pay an additional fee for sanitary sewer services based on the number of gallons discharged into the sanitary sewer system, as estimated by the Public Works Director. The Public Works Director may terminate the waiver upon a failure to comply with any conditions imposed in the temporary waiver or may take appropriate legal action to enforce those conditions. After expiration or termination of a temporary waiver, the property owner must comply with the provisions of this section.

(I) *Public nuisance.* An owner or occupant who has done work that does not comply with this section, who reconnects to a previously disconnected prohibited discharge, **who fails to pay the surcharge** or who has failed to do the work required by this section within the time limit given by the inspector, will be deemed to have created a public nuisance subject to abatement and assessment, as provided in [Chapter 94](#).

(J) *Remedies.* The remedies provided in this section do not limit the right of the city to pursue any other available legal remedy

SECTION 4. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The ordinance amendment intends to clarify the responsibilities of the homeowner in regard to the inspection process. It also imposes a \$50 surcharge on an owner who refuses to schedule an initial inspection.

SECTION 5. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this _____ day of _____, 2015.

Ayes:

Nays:

Attest:

David Meisinger, Mayor

Chantal Doriott, City Clerk