

MEDINA CITY COUNCIL MEETING MINUTES OF JANUARY 17, 2012

The City Council of Medina, Minnesota met in special session on January 17, 2012 at 2:04 p.m. at the Medina City Hall, 2052 County Road 24, Medina, MN.

I. Call to Order

Members present: Pederson, Weir, Crosby, Martinson, Siitari

Members absent:

Also present: City Administrator Scott Johnson, City Planner Dusty Finke, Public Works Superintendent Steve Scherer, Police Chief Ed Belland, and Finance Director Joe Rigdon

II. Introduction and Overview of Goal Setting Session

Crosby and Johnson provided a brief overview of the meeting purpose and facilitation. Council also directed Johnson to bring back examples of vision statements from other cities.

III. Overview of 2011 Work Plan

Johnson provided an overview of the 2011 Work Plan which illustrated the accomplishment of goals by all departments. He provided information on the past year work plan and indicated that 23 goals have been completed and that 12 of those goals are on-going tasks or were not completed in 2011 and they will be incorporated into the 2012 Goals.

IV. Administration Department

Johnson provided background on the department's functions and list of goals for 2012.

Following discussion, the Council requested Staff provide information on City reserves, look into using reserves for a phone system with remote capabilities for PW and Police, hold a business forum in the spring, hold two business tours of three businesses during 2012, provide the newsletter by e-mail to residents who prefer electronic communication, and talk to the local newspaper editor about receiving coverage in the Pioneer.

V. Planning Department

Finke provided background on the department's functions and list of goals for 2012.

Following discussion, the Council requested Staff look into encouraging further sustainability practices in ordinances and development projects.

VI. Public Works Department

Scherer provided background on the department's functions and list of goals for 2012.

Following discussion, the Council requested Staff provide language in future development agreements to keep the ability to put infrastructure on property that has been dedicated as parks and to look into the possibility of using the old Hamel tower site for a new water tower in the future.

VII. Finance

Rigdon provided background on the department's functions and list of goals for 2012.

Following discussion, the Council requested a discussion on the City Reserves, a policy discussion regarding the water utility in March, and more user friendly format for the Finance quarterly reports.

VIII. Police Department

Belland provided background on the department's functions and list of goals for 2012.

Following discussion, the Council did not request further information.

The meeting was recessed at 5:32 p.m.

The meeting was reconvened at 6:17 p.m.

IX. Other Discussion Topics

Johnson discussed the TH55/CR116 intersection project. A meeting was held with Jim Grube, Hennepin County Engineer, on January 12th. The discussion centered on the intersection and the possible options that exist to improve the intersection. Mr. Grube will look into some different options for the intersection and set up a meeting with the City. Council discussed the option of putting \$150,000 in road funds toward the project, the option of putting in medians with the project and the possibility of re-orienting Clydesdale.

Johnson asked for input from Council regarding communications with Citizens and Staff. Council recommended updating the format of the quarterly finance report, Council Members will only be providing Saturday Office Hours if requested by Citizens, implementing a reporting system for the watershed projects, survey surrounding cities for Mayor and Council salaries, and directed Johnson to review training offerings and forward training opportunities he thinks will be useful to Council.

Council also discussed the Employee Recognition/Holiday Banquet. Johnson informed Council about the subcommittee which will be meeting and looking into different alternatives. City Attorney Ron Batty asked the City to proceed with caution because of previous State Auditor findings and suggested implementing a policy for employee retention and compensation to identify the banquet.

Adjournment

Weir moved, Martinson seconded, to adjourn the meeting at 6:50 p.m. Motion passed unanimously.

T.M. Crosby, Jr., Mayor

Attest:

Scott Johnson, City Administrator-Clerk