

## MEDINA CITY COUNCIL MEETING MINUTES OF JANUARY 20, 2015

The City Council of Medina, Minnesota met in regular session on January 20, 2015 at 7:00 p.m. in the City Hall Chambers. Mayor Mitchell presided.

### **I. ROLL CALL**

**Members present:** Anderson, Cousineau, Pederson, Martin, and Mitchell.

**Members absent:** None.

**Also present:** City Administrator Scott Johnson, City Attorney Ron Batty, City Engineer Tom Kellogg, City Planner Dusty Finke, Public Works Director Steve Scherer, Chief of Police Ed Belland, and Recording Secretary Amanda Staple.

### **II. PLEDGE OF ALLEGIANCE (7:00 p.m.)**

### **III. ADDITIONS TO THE AGENDA (7:01 p.m.)**

Johnson requested to add an item to the agenda as item 9C, 2015 Pay Equity Report.

The agenda was approved as amended.

### **IV. APPROVAL OF MINUTES (7:02 p.m.)**

#### **A. Approval of the January 6, 2015 Regular City Council Meeting Minutes**

It was noted on page four, line 29, it should state, "Anderson stated that as he understands the plan it ~~this~~ will simply slow down the growth within a limited geographic area of the City and will does not alleviate future the concentration of that growth, ~~noting~~. He noted that if that concern is to be addressed it would need to be done in a different manner. He stated that this plan is not lacking but simply believed that more additional measures could be done through planning to break up that growth." On page four, line eight, it should state, "...shift the period into ~~an~~ one staging period later..." On page four, line 22, it should state, "...this ~~the plan would need to be amended~~ a separate or different amendment would be needed..." On page six, line seven, it should state, "Martin Cousineau..."

*Moved by Anderson, seconded by Pederson, to approve the January 6, 2015 regular City Council meeting minutes as amended. **Motion passed unanimously.***

### **V. CONSENT AGENDA (7:05 p.m.)**

- A. Approve Letters Opposing Heavier Trucks on Minnesota Roads**
- B. Appoint Joe Ende to the Position of Public Works Maintenance Worker**
- C. Approve Job Description and Authorize Recruitment for a Part-Time Planning Position**
- D. Resolution No. 2015-11 Approving the Final Plat of Medina Clydesdale Townhomes**
- E. Development Agreement by and between the City of Medina and Medina Leased Housing Associates I, Limited Partnership for Medina Clydesdale Townhomes**

Anderson commended Mitchell for his letter opposing heavier trucks on Minnesota roads.

*Moved by Pederson, seconded by Cousineau, to approve the consent agenda. **Motion passed unanimously.***

## **VI. COMMENTS (7:07 p.m.)**

### **A. Comments from Citizens on Items not on the Agenda**

There were none.

### **B. Planning Commission**

Planning Commissioner Kent Williams provided an update on the last meeting of the Planning Commission. He reported that the Commission considered an application by Jack Day, a variance request and site plan review for a parking lot expansion. He advised that the variance would be for the front yard setback and noted that this plan will provide needed parking in that area. He stated that the Commission recommended approval of the request subject to various conditions including the request to require the additional parking to be available to the public as well as the tenant of the building. He stated that the Commission also considered an ordinance amendment regarding solar equipment. He highlighted some of the aspects discussed and noted that the Commission tabled the public hearing to a future meeting when action would be taken.

### **C. Park Commission**

Scherer reported that the Commission will meet the following night to consider an Eagle Scout project.

Martin asked if the Eagle Scout plans could be made available on the City website for the public to view.

Scherer confirmed that information could be uploaded to the website when the final plans are approved.

## **VII. PRESENTATIONS**

### **A. Resolution No. 2015-12 Recognizing Cec Vieau for 25 Years of Services to the City of Medina (7:10 p.m.)**

Mitchell read aloud the resolution recognizing Cec Vieau for 25 years of service to the City of Medina.

Belland stated the resolution highlighted a small amount of what Cec has done in the past 25 years. He noted that she is the only member of the Police Department that has been employed by Medina that long. He stated that she is a reliable, hard-working employee. He explained that the administration portion of the Police Department plays an integral part and commended her for all her hard work.

Mitchell stated that in his experience Cec has always been very polite and knowledgeable and also thanked her for her service.

*Moved by Mitchell, seconded by Pederson, to approve Resolution No. 2015-12 recognizing Cec Vieau for 25 years of service to the City of Medina. **Motion passed unanimously.***

## **VIII. OLD BUSINESS**

### **A. Resolution No. 2015-13 Approving a Comprehensive Plan Amendment Regarding the Staging and Growth Plan and Pace of Development (7:15 p.m.)**

Pederson recused himself from this discussion.

Johnson stated that typically this item would have been on the Consent Agenda but is being considered separately because Pederson had to recuse himself from the discussion.

*Moved by Anderson, seconded by Cousineau, to approve Resolution No. 2015-13 approving a Comprehensive Plan amendment regarding the staging and growth plan and the pace of development. **Motion passed unanimously.***

Pederson rejoined the Council.

## **IX. NEW BUSINESS**

### **A. Tower Drive Plans and Specifications (7:17 p.m.)**

Scherer stated that this project has been needed for some time but had been delayed for a few years to allow the economy to recover. He stated that throughout this process he had not heard objection from the residents and has heard support because of the condition of the roadway.

Kellogg reviewed the project area and proposed improvements. He advised of grant funds that have been received as well as additional grant funds that may be received. He advised that the iron filter aspect would only be added if the additional grant funds are received. He stated that the next step would be for the Council to approve the plans and specifications and authorize staff to advertise for bids. He stated that additional due diligence is being completed on a property within the project area and noted that once those environmental reports are available the advertisement for bids can occur.

Pederson asked for additional information on the depth of the pond and whether retaining walls would be necessary.

Kellogg stated that a retaining wall would not be used and explained the safety measure that would be implemented, noting that the first ten feet would only be one foot deep. He advised that over time native vegetation will form a barrier as well.

Anderson stressed the issue of parking in that area and asked that staff remain mindful of the need for parking.

Scherer stated that staff attempted to fit in as many parking spaces as possible.

**1. Resolution No. 2015-14 Approving Plans and Specifications and Ordering Advertisement for Bids for Public Improvements Associated with the Tower Drive Improvement Project**

*Moved by Martin, seconded by Anderson, to approve Resolution No. 2015-14 approving plans and specifications and ordering advertisement for bids for public improvements associated with the Tower Drive Improvement Project. Motion passed unanimously.*

**B. Well #8 and Submersible Pump Specification Approval and Authorization to Advertise for Bid (7:24 p.m.)**

Scherer stated that this began a few years prior when the water plan was last amended.

Kellogg advised that the next step would be to approve the specifications and authorize the advertisement of bids. He anticipated that bids would be advertised on February 18<sup>th</sup> and the item would come before the Council at their first meeting in March.

*Moved by Anderson, seconded by Pederson, to approve the specifications for the Well #8 and Submersible Pump Improvement Project and authorization to advertise for bids. Motion passed unanimously.*

**C. 2015 Pay Equity Report 7:27 p.m.)**

Johnson advised that this item was a late addition to the agenda. He presented the 2015 pay equity report for the City, which is required every three years. He advised that the City is in compliance and the report needs Council approval.

*Moved by Martin, seconded by Cousineau, to approve the 2015 pay equity report. Motion passed unanimously.*

**X. CITY ADMINISTRATOR REPORT (7:28 p.m.)**

Johnson had nothing further to report.

**XI. MAYOR & CITY COUNCIL REPORTS (7:29 p.m.)**

Anderson stated that he attended the Planning Commission meeting the previous week and was happy to report that the group is high functioning and believed that the two new members would be a great addition.

**XII. APPROVAL TO PAY THE BILLS (7:29 p.m.)**

*Moved by Anderson, seconded by Pederson, to approve the bills, EFT 002963E-002987E for \$61,855.45, order check numbers 042344-042416 for \$218,112.53, and payroll EFT 506152-506182 for \$50,711.26. Motion passed unanimously.*

**XIII. ADJOURN**

*Moved by Anderson, seconded by Pederson, to adjourn the meeting at 7:30 p.m. Motion passed unanimously.*

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Bob Mitchell, Mayor

Attest:

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Scott Johnson, City Administrator