

MEDINA CITY COUNCIL MEETING MINUTES OF SEPTEMBER 3, 2013

The City Council of Medina, Minnesota met in regular session on September 3, 2013 at 7:00 p.m. in the City Hall Chambers. Mayor Weir presided.

I. ROLL CALL

Members present: Anderson, Pederson, Martin, Martinson, and Weir.

Members absent: None.

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

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO THE AGENDA

The agenda was approved as presented.

IV. APPROVAL OF MINUTES

A. Approval of the August 20, 2013 Regular City Council Meeting Minutes

It was noted on page three, line 14, it should state, "Peterson ~~confirmed that~~ questioned if..."

Page four, line four, it should state, "Anderson stated that Medina was a pioneer in leaving the LMCC and making this agreement ~~and~~. He believed this situation to be embarrassing to the City. He stated that he did not want the City to..."

*Moved by Anderson, seconded by Pederson, to approve the August 20, 2013 regular City Council meeting minutes as amended. **Motion passed unanimously.***

V. CONSENT AGENDA

A. Approve 2014 WSB Engineering Rates

B. Approve Award Letter for the Lake Independence Outlet Project

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

VI. COMMENTS

A. Comments from Citizens on Items not on the Agenda

There were none.

B. Park Commission

Park Commissioner Olkon reported that the Commission spent much time on the possibility of a dog park within Medina. He noted that the subcommittee was composed of three members whom reviewed other Metro communities with dog parks. He referenced a comprehensive report, which was drafted by the subcommittee and

provided a brief summary. He stated that the Park Commission believes that the City should have a dog park, but noted there was disagreement regarding the timing.

Weir thanked Olkon and the other members of the subcommittee for their hard work and comprehensive report. She noted there are a number of large homes built on small lots in the City that possess large dogs and believed that a dog park would be a great benefit to many residents.

Olkon stated that the Commission would like to add the dog park to the Park and Trail Master Plan. He agreed that the park could be split into areas, which could separate large and small dogs. He stated that once the approval of the Council is given to add the item to the Parks Master Plan the Commission could move forward in gathering specific information to make a recommendation.

Anderson also commended Olkon and the subcommittee for their work on the report. He questioned if the police or public works department had experience or input in this matter.

Johnson stated that this item has not been reviewed by staff at this time and noted that the action requested is whether to move forward on the concept.

Pederson expressed concern regarding the budget and believed that it was too soon for a dog park in the City. He was also concerned with the aspect of insurance.

Martinson stated that the Commission is not proposing to include this in the 2014 budget and is simply looking for support to develop a plan for a dog park, which would be reviewed by the Council in the future.

Pederson stated that he did not think the City could afford this at this point.

Martin questioned the difference between having a dog in a municipal park and a dog park. She also noted in her experience dog parks are composed of grass and not asphalt or sport court material.

Olkon agreed that most of the dog parks he has visited are composed of grass, which has minimal maintenance or expense. He believed the annual cost would be less than \$7,000 per year and would be a well-attended amenity in the City. He explained that at a dog park the dogs are left to run free in the fenced area. He explained that it would be a nominal expense and the Commission is simply asking for support to move forward on developing plans for the park.

Weir stated that eight years ago she was asked by a resident when Medina was going to have a dog park. She recognized the concerns of Pederson, but believed that the concept should be included in the Park and Trail Master Plan.

Olkon noted that a liability sign is posted at the dog park and said that no other Metro dog parks have insurance. He advised that there would be no cost for asphalt and a parking area would only need to accommodate six to eight cars and would not need to be paved either.

*Moved Anderson, seconded by Martinson, to direct staff to work with the Park Commission to include the Dog Park Concept into the Medina Park and Trail Master Plan. **Motion passed 4-1 (Pederson opposed).***

C. Planning Commission

Finke advised that the Planning Commission did not meet in August and advised of upcoming activities for September.

VII. NEW BUSINESS

A. 2014 Preliminary Budget and Tax Levy

Weir stated that City staff and Council have worked diligently to develop a 2014 preliminary budget and tax levy. She referenced cost savings measures that the Council and staff have implemented over the years. She noted that the 5.5 percent overall increase in the budget is due to the new Public Works and Police building and the payment of one year of full interest.

Johnson reviewed the proposed budget for 2014 and compared that to the 2013 budget. He reviewed the proposed tax levy for 2014 and also compared that to the 2013 tax levy. He explained that the operations and maintenance costs for the new facility also cause a proposed increase to the general fund budget. He compared the tax rate proposed for Medina to other neighboring communities. He also reviewed the proposed 3% utility increases for 2014.

Weir opened the meeting to the public at 7:29 p.m.

Bob Franklin stated that he and his wife have lived on Lakeshore Avenue for 47 years and are aware of the tax burden on residents as they are retired. He stated that years ago a group of residents spoke to the Council regarding the trajectory of the tax levy. He noted that since that time the Council has moved to transparency and have made great efforts to rein in that problem. He also believed that the new facility was a responsible decision that will aid the level of city services desired by the residents. He stated that as they move forward the Council should be conscious of the new development and the impact on the roadways and utilities.

Fred Webber, 100 Clydesdale Trail, agreed that the Council has acted responsibly in creating this budget and asked for the eight cities that were used in the tax levy comparisons.

Weir provided that information.

Weir closed the public comment at 7:32 p.m.

1. Resolution No. 2013-66 Approving 2014 Preliminary Tax Levy

*Moved by Anderson, seconded by Martinson, to adopt Resolution No. 2013-66 approving the 2014 preliminary tax levy. **Motion passed unanimously.***

2. Resolution No. 2013-67 Approving 2014 Preliminary General Fund Budget

*Moved by Anderson, seconded by Pederson, to adopt Resolution No. 2013-67 approving the 2014 preliminary general fund budget. **Motion passed unanimously.***

3. Resolution No. 2013-68 Reducing Debt Services Tax Levies for 2014

*Moved by Anderson, seconded by Pederson, to adopt Resolution No. 2013-68 reducing debt services tax levies for 2014. **Motion passed unanimously.***

4. Establish Public discussion Date for Final 2014 Tax Levy and Budget

*Moved by Anderson, seconded by Pederson, to establish the 2014 final tax levy and budget discussion for December 3, 2013 at 7:00 p.m. at City Hall. **Motion passed unanimously.***

B. Dog Park Concept Discussion and Direction – Ellis Olkin, Park Commission Member

No further discussion.

C. Resolution on the Establishment of the Enclave – Medina 5th Addition Storm Sewer Improvement Tax District – Public Hearing

Johnson provided background information on the request.

Weir opened the public hearing at 7:35 p.m.

Weir closed the public hearing at 7:35 p.m.

1. Ordinance No. 555 Establishing Enclave – Medina 5th Addition – Storm Sewer Improvement Tax District

*Moved by Martinson, seconded by Pederson, to adopt Ordinance No. 555 annexing additional property into the Enclave Storm Sewer Improvement Tax District. **Motion passed unanimously.***

2. Resolution No. 2013-69 Authorizing Publication of the Ordinance Establishing Reserve of Medina Storm Sewer Improvement Tax by Title and Summary

*Moved by Martinson, seconded by Pederson, to adopt Resolution No. 2013-69 authorizing publication of the Ordinance by title and summary. **Motion passed unanimously.***

D. Resolution No. 2013-70 Supporting a Minnesota Board of Water and Soil Resources (BWSR) Clean Water Fund Grant Application for the Tower Drive Storm Water and Sediment and Nutrient Removal Project

Weir stated that this is a request regarding the Tower Drive storm water sediment and nutrient removal project. Noting that if approved, the Elm Creek TMDL would likely not be finalized until late in 2014.

Johnson stated that staff has been working closely with Hakanson Anderson who has drafted a Minnesota Board of Water and Soil Resources (BWSR) grant request in the amount of \$350,000 that would help the quality of storm water in the Elm Creek, which can be done in conjunction with the Tower Drive project. He explained that a resolution of support from the Council would be needed.

Weir questioned what would occur if the grant was not received.

Scherer explained that the Tower Drive project would still move forward as that will be a long process. He advised that staff is going to review the overall project in an attempt to improve the plan. He stated that it would be known in January whether or not the grant funds will be obtained and that is when the decision would need to be made as to whether or not the project would move forward without the grant funds. He stated that there is genuine support from the neighbors for this project. He stated that staff will still gather easement agreements, which would include additional time to allow two grant application cycles to pass before the agreements would expire. He believed that the projects would need to move forward together as he did not think residents would support the road project without the water project as well.

*Moved by Anderson, seconded by Martinson, to approve Resolution No. 2013-70 supporting a Minnesota Board of Water and Soil Resources fund grant application for the Tower Drive storm water and sediment and nutrient removal project. **Motion passed unanimously.***

E. Approve Recruitment and Authorize Hiring for a Part-time Public Works Employee

Johnson stated that Scherer has a public works employee that will be out for up to six weeks, which will put the department shorthanded. He stated that it was already budgeted to include a part-time employee in 2014 and explained that staff is recommending the hiring of this position now to cover the absent employee. He noted that the new employee could also be trained on equipment before the snow begins.

Scherer explained that the employee is out because of a back injury and so there will be limitations on the job duties when that person returns. He believed that it would be beneficial to bring the new person on board now to train the new employee in plowing before the season begins.

Pederson asked for additional information in regard to the number of hours required for an employee to become eligible for benefits.

Scherer stated that the limit is 32 hours and explained that the hours are averaged.

*Moved by Pederson, seconded by Anderson, to approve recruitment and authorize the City Administrator to hire a part-time Public Works employee. **Motion passed unanimously.***

VIII. CITY ADMINISTRATOR REPORT

Johnson had nothing to report.

IX. MAYOR & CITY COUNCIL REPORTS

Pederson stated that everything seems to be moving along on time and within budget for the Police and Public Works building.

Weir questioned if Mediacom is confident that the internet services would be connected prior to the move in date at the new facility.

Johnson stated that staff met with representatives from Mediacom. Representatives are measuring parcels currently for the broadband buildout map. Staff met with Chris Link

from Mediacom who thought the service goal of November 1st for 600 Clydesdale Trail and City Hall were achievable.

X. APPROVAL TO PAY THE BILLS

*Moved by Pederson, seconded by Martinson, to approve the bills, EFT 002248E-002262E for \$35,281.10 and order check numbers 040133-040184 for \$727,251.51 and payroll EFT 505156-505180 for \$43,929.94. **Motion passed unanimously.***

XI. ADJOURN

*Moved by Anderson, seconded by Pederson, to adjourn the meeting at 7:50 p.m. **Motion passed unanimously.***

Elizabeth Weir, Mayor

Attest:

Scott Johnson, City Administrator