

MEDINA CITY COUNCIL MEETING MINUTES OF APRIL 3, 2018

The City Council of Medina, Minnesota met in regular session on April 3, 2018 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 Jim Stremel, Public Works Director Steve Scherer, Chief of Police Ed Belland.

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

III. ADDITIONS TO THE AGENDA (7:00 p.m.)

Mitchell noted that he has lost his voice and therefore Martin will be taking the lead on speaking tonight.

Johnson requested to remove Items 7B and 7C from the agenda. He noted that the public works staff has been out snowplowing since 4:00 a.m. and therefore staff felt it would be helpful to postpone those items to the next meeting when the staff members can be present and rested.

Martin extended thanks to the public works department for their efforts.

*Moved by Anderson, seconded by Cousineau, to approve the agenda as amended.
Motion passed unanimously.*

IV. APPROVAL OF MINUTES (7:01 p.m.)

A. Approval of the March 6, 2018 Regular City Council Meeting Minutes

Martin noted that the last meeting was canceled but comments to the March 6, 2018 draft minutes previously provided by the City Administrator had been incorporated in the draft March 6th meeting minutes included in this meeting's agenda packet.

It was noted on page five, line 27, it should state, "...ordinances that will ~~continue~~ need to be updated ~~that should not become active until~~ once the draft plan is adopted."

*Moved by Anderson, seconded by Pederson, to approve the March 6, 2018 regular City Council meeting minutes as amended. **Motion passed unanimously.***

B. Approval of the March 8, 2018 Special Business Forum City Council Meeting Minutes

Martin thanked staff and the members of the public that attended to make the business forum a success.

*Moved by Anderson, seconded by Pederson, to approve the March 8, 2018 Special Business Forum City Council meeting minutes as presented. **Motion passed unanimously.***

C. **Approval of the March 8, 2018 Special Business Tours City Council Meeting Minutes**

*Moved by Anderson, seconded by Pederson, to approve the March 8, 2018 Special Business Tours City Council meeting minutes as amended. **Motion passed unanimously.***

V. **CONSENT AGENDA (7:04 p.m.)**

- A. **Ordinance No. 632 Establishing Fees for City Clean-Up Day**
- B. **Resolution No. 2018-17 Authorizing Publication of Ordinance No. 632 by Title and Summary**
- C. **Approve Ballfield Lighting Electrical Installation Agreement with Medina Electric, LLC**
- D. **Approve 2017 Annual Report**
- E. **Approve CIP Adjustment to Purchase Utility Task Vehicle**
- F. **Schedule Second Board of Appeal and Equalization Meeting Date for April 17, 2018 at 6 p.m.**
- G. **Resolution No. 2018-18 Granting Extension of Time to Record the Reserve of Medina 2nd Addition Plat Amending Resolution No. 2017-76**
- H. **Resolution No. 2018-19 Granting Extension of Time to Record Lunski Nelson Addition Plat Amending Resolution No. 2017-95**
- I. **Resolution No. 2018-20 Accepting Resignation of Lisa Cole from the Park Commission**

Belland referenced Item E and stated that the utility task vehicle (UTV) has been listed on the CIP and the department was contacted by the group that ran the Super Bowl to see if they would be interested in purchasing a UTV. He explained that the vehicle would be used to monitor trails and during the car shows. He stated that the group had used two of the vehicles for two weeks during the Super Bowl and noted that \$10,000 has been dropped from the total price of the vehicles. He stated that this is a significant opportunity to save money and obtain an item on the CIP. He noted that the funds are available because a vehicle was not purchased the previous year as budgeted.

Johnson thanked Lisa Cole for her time on the Park Commission.

Martin commended staff for the Annual Report, noting that it was well written.

Johnson noted that Gallup is responsible for the excellent report and advised that he would pass on the praise.

*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. **Park Commission**

Scherer reported that the March Park Commission meeting was canceled. He noted that Johnson already provided an update with the items on the Consent Agenda. He

stated that there are some problems finding someone to run the concessions at the baseball fields. He stated that there will be a proposal to add onto an existing dugout for additional storage for the field groomer and other pieces of equipment.

Anderson asked how many dates would be required to operate the concession stand.

Scherer estimated about three nights per week April through July.

C. Planning Commission

Johnson reported that there was no Planning Commission meeting in March.

VII. PRESENTATIONS

A. Resolution No. 2018-21 Recognizing Chris McGill for 20 Years of Service to the City of Medina (7:09 p.m.)

Belland stated that Chris McGill has been with the City for 20 years, noting that it is great to have longevity with reliable employees. He reviewed some of the duties that Chris handles for the department and the transitions that he has assisted with during the past 20 years. He stated that Chris continues to do a wonderful job and has a great reputation in his interactions with the department. He thanked Chris for his efforts.

Martin read aloud the resolution recognizing Chris McGill for 20 years of service to the City of Medina.

*Moved by Pederson, seconded by Cousineau, to Adopt Resolution No. 2018-21 Recognizing Chris McGill for 20 years of Service to the City of Medina. **Motion passed unanimously.***

Mitchell presented the resolution to Chris McGill and thanked him for his service.

~~B. Resolution Recognizing Ivan Dingmann for 15 Years of Service to the City of Medina~~

~~C. Resolution Recognizing Derek Reinking for 10 Years of Service to the City of Medina~~

VIII. NEW BUSINESS

A. County Road 24 and County Road 118 Update (7:13 p.m.)

Joshua Potter, Hennepin County, stated that Hennepin County has an annual pavement resurfacing program that typically covers 100 lane miles. He stated that this year the program will complete projects on CR 24 and CR 118 in Medina. He provided additional details on the program, noting that the County hires a contractor to remove and replace a few inches of pavement. He stated that they will be adding additional inches of pavement to CR 24 to make it a more substantial roadway and smooth out the bumps and existing issues. He noted that the CR 24 project will include spot drainage pipe repairs, a right turn lane on westbound CR 24 at CR 19, and shoulder widening (at Homestead Trail, Parkview Drive, and Willow Drive) which will provide bypass lanes in areas where there are left turn lanes. He referenced the intersection of CR 24 and Willow Drive. He noted that the County recognizes the increased traffic in that area and the increased shoulder will provide additional space for vehicles to move around

vehicles turning left. He provided additional information on analysis that was done to determine what would be required to add additional turn lanes and acknowledged challenges because of right-of-way limitations and wetland locations. He stated that the turn lanes would not be feasible now because of the right-of-way that would be required and the wetland mitigation and protection that would need to occur. He provided additional details on the timeframe of the capital improvement process for the County, noting that the County reaches out to the cities to request projects and then ranks those projects based on a set of criteria. He noted that the projects are then reviewed by the Capital Budget Taskforce and approved by the County Board as part of the Capital Improvement Program. He provided additional details on the CR 118 project, noting that additional pavement will be added to the top of the roadway in June or July. He stated that there will be coordination with the adjacent businesses.

Johnson asked for updates on when the overlay will occur on CR 24.

Potter replied that the intention is that the drainage repairs will begin before the pavement resurfacing. He estimated that the pavement resurfacing would occur in September or October. He explained that the County does not identify a specific time when the work must occur. He noted that there are some restrictions on when the work cannot take place (such as July 4th or during a City event). He stated that once the County is aware of when the work will take place, staff will contact City staff. He noted that message boards would also be installed one week prior to the project beginning to alert drivers. He noted that the roadway would not be closed during the project but could be limited to one lane. He confirmed that the roadway would be closed for the culvert replacement at Holy Name.

Pederson asked if there is a completion date.

Potter replied that the completion date was specified as mid-October. He noted that the contractor will move throughout the 12 different projects in the County throughout the summer.

Martin thanked Potter for his presentation tonight.

Potter noted that his contact information is provided should the Council or staff have additional questions.

B. Brockton Lane North – Rebuild Discussion (7:30 p.m.)

Scherer stated that staff has been working with Plymouth City staff on the condition of the roadway. He noted that there could be an opportunity to use the funds the City has for this project to work together with Plymouth to accomplish a larger project. He noted that Plymouth does have easement for a trail on the east side of the roadway. He stated that the two cities first need to sit down to create a Feasibility Study. He stated that it seems that Plymouth is motivated and willing to take the lead and therefore he would recommend moving forward with a Feasibility Report.

Martin said that it should be noted that Medina provides valuable amenities to residents of Plymouth on the Medina side of Brockton Lane.

Batty asked and received confirmation that Plymouth will take the lead. He stated that Medina should then authorize the preparation of a Feasibility Report with Plymouth taking the lead.

Scherer stated that his attempt was to determine if the City is interested in moving forward. He noted that he will bring back a proposal for the Council.

Pederson asked if the storm sewer and watermain would be replaced during the project.

Scherer confirmed that will be an element of the Feasibility Report.

Pederson asked for details on Hamel Road and Brockton.

Scherer stated that is one challenge of the project, to make that corner better functioning.

C. Storm Water Pollution Prevention Plan (SWPPP) – Annual Public Hearing (7:36 p.m.)

Scherer stated that this public hearing is a requirement of the MS4 Permit and is intended to update the Council and keep them engaged with the storm sewer. He reviewed the projects that occurred in 2017 and identified the projects slated for 2018 and beyond. He reviewed the minimum control measures of the City related to pollution prevention and housekeeping, public education and outreach, public participation, illicit discharge and elimination, construction site storm water runoff control, and post-construction storm water management. He recognized the partners the City has in water quality improvements

Martin opened the public hearing at 7:43 p.m.

No comments made.

Martin closed the public hearing at 7:44 p.m.

IX. CITY ADMINISTRATOR REPORT (7:45 p.m.)

A. City Meeting Calendar

Johnson noted that the meeting calendar was provided to obtain input on the upcoming meetings. He noted that the November 20th meeting is scheduled for the week of Thanksgiving, which tends to be a busy travel week.

Martin noted that perhaps the meeting be pushed to the Thursday before.

Johnson noted that there is a canvassing meeting on the 13th and advised that additional items could be added to that agenda if necessary.

Johnson noted that the decision could be made in September or October if the meeting needs to be canceled. He asked if there are any other meetings that will have scheduling conflicts at this time.

The Council confirmed consensus with the schedule as presented.

B. Mayor Mitchell's Draft Pension Letter

Johnson noted that Mitchell drafted the letter regarding public pension plans as discussed previously by the Council.

Mitchell noted that the proposed legislation still does not cover the two issues raised by the Council. He noted that he would still like to send the letter but would agree that the letter should be revised to clarify the two issues that remain.

He confirmed the consensus of the Council.

Johnson noted that he will work with Mitchell to revise the letter and then send the letter to the parties discussed.

C. Board of Appeal and Equalization

Johnson noted that the Board of Appeal and Equalization meeting will be held the following night in the Council Chambers at 6:30 p.m.

D. Hamel Fire Budget Meeting

Johnson and Belland noted that the Hamel Fire budget meeting will be held on April 19th at 7:30 a.m. and asked which members of the Council would like to attend.

Martin replied that she will be attending the meeting. She stated that this is not a public body and therefore she would first want to ask if they would be open to additional Council members attending.

Johnson noted that if three of the five Council members plan to attend, it would need to be posted as a public meeting.

Pederson stated that he will also attend if available. Anderson stated he would attend if Pederson was not available to attend.

X. MAYOR & CITY COUNCIL REPORTS (7:53 p.m.)

No additional comments.

XI. APPROVAL TO PAY THE BILLS (7:53 p.m.)

*Moved by Anderson, seconded by Cousineau, to approve the bills, EFT 004528E-004548E for \$56,844.42 and order check numbers 047043-047092 for \$235,104.11 and payroll EFT 0508510-0508541 for \$53,935.77. **Motion passed unanimously.***

*Moved by Anderson, seconded by Cousineau, to approve the bills, EFT 004549E-004564E for \$43,802.03 and order check numbers 047093-047144 for \$354,787.74 and payroll EFT 0508542-0508568 for \$49,739.90. **Motion passed unanimously.***

XII. CLOSED SESSION: ATTORNEY-CLIENT PRIVILEGED DISCUSSION ON ONGOING LITIGATION MATTER SPECIFICALLY ELLIS OLKON AND NANCY OLKON V. CITY OF MEDINA, PURSUANT TO MINN. STAT. SEC. 13D.05, SUBD.3(b)

Moved by Cousineau, seconded by Pederson, to adjourn the meeting to closed session at 7:55 p.m. for attorney-client privileged discussion on ongoing litigation matter,

specifically *Ellis Olkon and Nancy Olkon V. City of Medina*. **Motion passed unanimously.**

The meeting returned to open session at 8:05 p.m.

XIII. CLOSED SESSION: POTENTIAL TRAIL EASEMENT ACQUISITION AT 3564 AND 3566 PINTO DRIVE, PURSUANT TO MINN. STAT. SEC. 13D.05, SUBD. 3(c)

Moved by Cousineau, seconded by Pederson to adjourn the meeting to closed session at 8:07 p.m. to discuss trail easement acquisition at 3564 and 3566 Pinto Drive. Motion passed unanimously.

The meeting returned to open session at 8:14 p.m.

A. Agreement by and between the City of Medina and the Anita D. Lang 2005 Revocable Trust Related to the Purchase of a Trail Easement at 3564 Pinto Drive

Moved by Cousineau, seconded by Pederson, to approve the purchase of a trail easement at 3564 Pinto Drive for \$12,000. Motion passed unanimously.

B. Agreement by and between the City of Medina and the Machula Family Trust Related to the Purchased of a Trail Easement at 3566 Pinto Drive

Moved by Cousineau, seconded by Pederson, to approve the purchase of a trail easement at 3566 Pinto Drive for \$15,000. Motion passed unanimously.

XIV. ADJOURN

Moved by Anderson, seconded by Cousineau, to adjourn the meeting at 8:16 p.m. Motion passed unanimously.

Bob Mitchell, Mayor

Attest:

Jodi Gallup, Assistant City Administrator