

MEDINA CITY COUNCIL MEETING MINUTES OF JULY 3, 2018

The City Council of Medina, Minnesota met in regular session on July 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, City Planner Dusty Finke, Public Works Director Steve Scherer, and Chief of Police Ed Belland.

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

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

The agenda was approved as presented.

IV. APPROVAL OF MINUTES (7:00 p.m.)

A. Approval of the June 19, 2018 Special City Council Meeting Minutes

Cousineau noted that she was at the meeting but listed as absent.

*Moved by Martin, seconded by Anderson, to approve the June 19, 2018 special City Council meeting minutes as amended. **Motion passed unanimously.***

B. Approval of the June 19, 2018 Regular City Council Meeting Minutes

Johnson noted that changes submitted by Anderson will be incorporated. It was noted on page two, line 36, it should state, "...he asked the Council to consider if it would be appropriate...". On page three, line 12, it should state, "... ~~connecting~~ to connect..." On page four, line 16, it should state, "...he and his brother, Jim Ditter, are...".

*Moved by Anderson, seconded by Pederson, to approve the June 19, 2018 regular City Council meeting minutes as amended. **Motion passed unanimously.***

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

A. Approve Cooperative Water Resources Management Project Joint Powers Agreement between Three Rivers Park District, City of Independence, City of Medina, Pioneer and Sarah Creek Watershed Management Commission, and Lake Independence Citizens Association

B. Approve Contract for Assessing Services with Southwest Assessing

C. Approve Off-Sale Liquor License to Target Corporation at 300 Clydesdale Trail

D. Approve Eagle Scout Project to Build Pavilion in Maple Park

Anderson thanked Mark Richelsen and the Boy Scout Troop, noting that not only has the troop collected \$1,500 for the project but will also be contributing labor for the project.

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

VI. COMMENTS (7:06 p.m.)

A. Comments from Citizens on Items not on the Agenda

There were none.

B. Park Commission

Park Commissioner Ann Thies reported that at the last Park Commission meeting the Commission discussed the annual park tour in terms of maintenance needs and planning for the Capital Improvement Plan and budgeting. She stated that the Commission acknowledges the need for an ongoing maintenance budget for the existing parks and has discussed methods for funding the municipal parks fund that would be used for that purpose.

Mitchell stated that the Council did have a discussion on the funding for parks and the uses for the park dedication funds. He acknowledged that the park dedication funds cannot be used for ongoing maintenance. He stated that the Council will continue to have discussions on methods for funding ongoing maintenance. He asked the Park Commission to make a recommendation to the Council on the amount of funding that would be necessary for maintenance in the future.

Thies stated that the trails component has not yet been discussed by the Park Commission.

Scherer stated that the focus of discussion has been on a replacement fund that would be used for maintenance, explaining that the operating fund is used for items such as plowing of trails and park dedication is used for new purchases.

C. Planning Commission

Finke reported that the Planning Commission will meet the following week to review the stormwater management regulations, which would then be presented to the Council in August.

VII. NEW BUSINESS

A. Buckskin Drive Improvement Project – Public Hearing (7:10 p.m.)

Mitchell noted that the next two agenda items pertain to road improvement projects and proposed assessment rolls. He stated that each project requires two public hearings but believed that one public hearing per project could address both the improvement project and assessment roll.

Batty confirmed that one public hearing for each individual project could address both the improvement project and proposed assessment roll.

Mitchell opened the public hearing at 7:11 p.m.

No comments made.

Mitchell closed the public hearing at 7:11 p.m.

Scherer stated that this action would approve the plans according to the Feasibility Report, as the Council previously accepted the Feasibility Report for the project.

Batty confirmed that the action would order the project and adopt the assessment roll as proposed.

1. Resolution No. 2018-40 Approving Plans According to Feasibility Report and Ordering Buckskin Drive Improvement Project

*Moved by Martin, seconded by Anderson, to adopt Resolution No. 2018-40 Approving Plans According to Feasibility Report and Ordering Buckskin Drive Improvement Project. **Motion passed unanimously.***

2. Resolution No. 2018-41 Adopting Assessment Roll for Buckskin Drive Overlay Project

*Moved by Martin, seconded by Anderson, to adopt Resolution No. 2018-41 Adopting Assessment Roll for Buckskin Drive Overlay Project. **Motion passed unanimously.***

B. Hickory Drive Improvement Project – Public Hearing (7:13 p.m.)

Mitchell opened the public hearing at 7:13 p.m.

No comments made.

Mitchell closed the public hearing at 7:13 p.m.

1. Resolution No. 2018-42 Approving Plans According to Feasibility Report and Ordering Hickory Drive Improvement Project

*Moved by Martin, seconded by Anderson, to adopt Resolution No. 2018-42 Approving Plans According to Feasibility Report and Ordering Hickory Drive Improvement Project. **Motion passed unanimously.***

2. Resolution No. 2018-43 Adopting Assessment Roll for Hickory Drive Overlay Project

*Moved by Martin, seconded by Anderson, to adopt Resolution No. 2018-43 Adopting Assessment Roll for Hickory Drive Overlay Project. **Motion passed unanimously.***

Martin commented that in the future she would like to discuss the City policy of participating in the funding of improvements for private roads, which often are more like private driveways.

Mitchell suggested that the discussion include the different categories of roads and the amount of funding provided in the current policy.

Johnson stated that he will work with department heads to bring that information back to the Council this fall during a worksession.

C. Ordinance No. 635 Amending the City Fee Schedule Regarding Fees for Lot Combinations – Public Hearing (7:15 p.m.)

Johnson stated that the current fee schedule for a lot combination requires a \$1,000 deposit. He stated that Finke is suggesting to amend that figure to a flat fee of \$200 for lot combinations, plus the cost of any title documentation. He stated that there are a lot

of irregular lots in the Independence Beach neighborhood and the change in the fee may be an incentive for some of those property owners to clean-up the lots.

Martin clarified that the cost of \$200 would cover the staff time of Finke and Batty, with the additional cost of any title documentation that may be required paid for by the applicant.

Mitchell opened the public hearing at 7:16 p.m.

No comments made.

Mitchell closed the public hearing at 7:17 p.m.

Moved by Martin, seconded by Pederson, to Adopt Ordinance No. 635 Amending the City Fee Schedule Regarding Fees for Lot Combinations.

Further discussion: Mitchell commented that the City wants to encourage the lot combinations and therefore the lesser fee is meant to encourage the activity.

Anderson asked if there is a plan to inform the residents of the Independence Beach neighborhood of the change.

Finke stated that a newsletter article will be composed to advertise the change to the public. He noted that there is currently one interested property owner.

Motion passed unanimously.

D. Comprehensive Plan Review – City of Orono (7:18 p.m.)

Johnson stated that staff requests feedback on the proposed letter that Finke has drafted in response to the draft Comprehensive Plan from Orono.

Finke commented that it did not appear that many significant changes in the Orono plan would impact Medina's City systems.

Martin provided one grammatical change to the draft letter.

Pederson referenced the water storage and asked if there will be any problems anticipated with that in the future. He stated that he is concerned with possible capacity problems as Orono supplies one Medina neighborhood with water.

Finke replied that the comment from Medina suggested that the funding necessary for storage be secured to ensure that Medina water users on the Orono system do not have their fees raised unnecessarily to pay for the improvement, should that improvement be needed.

Mitchell confirmed the consensus of the Council in agreement with the draft letter.

VIII. CITY ADMINISTRATOR REPORT (7:22 p.m.)

Johnson had nothing further to report.

IX. MAYOR & CITY COUNCIL REPORTS (7:22 p.m.)

Pederson commented that he visited the rodeo grounds the previous night and noted that it appears the event is ready to go, even with all the rain that has been received.

Mitchell stated that he is a member of the Hamel Lions, which is an event sponsor and also supplies volunteers for the event. He stated that because of the heavy rains the previous weekend, water flooded onto the rodeo site from the developing site that neighbors that property. He stated that grading is occurring on the property but noted that the site will be muddy in some areas. He asked that staff inquire to Corcoran if they have a plan for stormwater control on the developing site. He stated that there was some flood damage along Highway 55, which damaged the entrance to Highway 55 Rental. He asked staff for input on why that occurred.

Scherer stated that the State received a permit to replace that culvert, to upsize the culvert by almost twice the size. He explained that the State simply did not get to the repair prior to the storm.

Martin reported that the previous week there was a meeting with the Long Lake Fire Department and to the cities it serves and commented that Medina initiated discussion about Orono's payment for its share of the fire truck and radios. She stated that there was good discussion from the member cities and, as a result, the fire truck and radio payment was authorized by the City of Orono. She commented on the recent live house burn training that occurred and stated that four fire departments participated in the event. She noted that it was a great opportunity to learn.

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

*Moved by Anderson, seconded by Martin, to approve the bills, EFT 004667E-004685E for \$48,446.81 and order check numbers 047456-047517 for \$124,477.74 and payroll EFT 0508748-0508775 for \$51,389.00. **Motion passed unanimously.***

XI. ADJOURN

*Moved by Martin, seconded by Pederson, to adjourn the meeting at 7:29 p.m. **Motion passed unanimously.***

Bob Mitchell, Mayor

Attest:

Jodi M. Gallup, City Clerk