

**MEDINA CITY COUNCIL MEETING MINUTES OF FEBRUARY 4, 2020**

The City Council of Medina, Minnesota met in regular session on February 4, 2020 at 7:00 p.m. in the City Hall Chambers. Acting Mayor Pederson presided.

**I. ROLL CALL**

**Members present:** Anderson, DesLauriers, and Pederson.

**Members absent:** Albers and Martin.

**Also present:** City Administrator Scott Johnson, Assistant City Administrator Jodi Gallup, City Attorney Ron Batty, Finance Director Erin Barnhart, City Engineer Jim Stremel, City Planning Director 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 (7:01 p.m.)**

**A. Approval of the January 21, 2020 Special City Council Meeting Minutes**

It was noted that written comments were provided to be incorporated into the minutes.

*Moved by Anderson, seconded by DesLauriers, to approve the January 21, 2020 special City Council meeting minutes as amended. **Motion passed unanimously.***

**B. Approval of the January 21, 2020 Regular City Council Meeting Minutes**

It was noted that Martin and Anderson provided written comments to be incorporated into the minutes.

*Moved by Anderson, seconded by DesLauriers, to approve the January 21, 2020 regular City Council meeting minutes as amended. **Motion passed unanimously.***

**V. CONSENT AGENDA (7:02 p.m.)**

**A. Accept Arrowhead Drive Railroad Improvement Project Budget Memo**

**B. Amend Personnel Policies 5.40 Sick Leave Policy and 5.60 Health Care Savings Plan Retirement Insurance Program**

**C. Approve 2020 Road Material and Equipment Bids**

**D. Resolution No. 2020-07 Accepting Street Improvements within the Woodland Hill Preserve**

Anderson commended Scherer for the detail on the bid sheet related to Item C. He asked if one vendor would provide a lower price if they received all the items.

Scherer explained that these are random projects that use specific types of contractors. He stated that type of activity would require a general contractor and therefore this provides better pricing.

*Moved by Anderson, seconded by DesLauriers, to approve the consent agenda. **Motion passed unanimously.***

## **VI. COMMENTS (7:05 p.m.)**

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

There were none.

### **B. Park Commission**

Scherer reported that the Park Commission has not met since the last update. He stated that the parks are being well used during the winter season. He provided an update on trail segments that will be improved during the spring/summer season.

### **C. Planning Commission**

Finke reported that the Planning Commission will meet the following week to hold a public hearing to consider the requirements for residential garages in various zoning districts of the City, specifically the minimum size requirement for garages and whether that fits with townhomes.

## **VII. PRESENTATIONS**

### **A. Resolution No. 2020-08 Recognizing Joe Ende for Five Years of Service to the City of Medina (7:07 p.m.)**

Johnson read aloud the draft resolution recognizing Joe Ende for five years of service to the City of Medina.

Scherer commented on what a hard-working gentleman Joe Ende is and the great knowledge of equipment he brings to the department. He stated that Mr. Ende is always willing to dive in and lead the way. He commented that the department is very lucky to have Mr. Ende, who sets such a high example.

*Moved by Anderson, seconded by DesLauriers, to adopt Resolution No. 2020-08 Recognizing Joe Ende for Five Years of Service to the City of Medina. **Motion passed unanimously.***

## **VIII. NEW BUSINESS**

### **A. Tamarack Drive and Highway 55 Intersection Street Visioning (7:11 p.m.)**

Stremel stated that this corridor is located on Tamarack Drive from Meander to Highway 55 and from Highway 55 to Hamel Road. He stated that this study would provide guidance related to transportation needs, such as right-of-way, utilities and other needs as properties continue to develop. He stated that within the corridor are commercial properties and property owned by the Wayzata School District. He noted that an analysis similar to the Chippewa Road Study will be completed, with more detailed analysis of the Highway 55 signal and a quiet zone review. He stated that more meetings are proposed as well to meet with property owners and other applicable stakeholders.

DesLauriers commented that it would be unfortunate to add another stoplight on Highway 55. He asked if the four-year projection for the Wayzata School District was an exact timeframe or estimate.

Stremel replied that was the best guess that the School District could provide but noted that it a vague projection.

DesLauriers referenced alternative one, task one, related to observing other Wayzata School District locations is a great suggestion to be able to more accurately plan for that type of traffic. He asked if the Wayzata School District property has access onto Highway 55.

Stremel replied that currently there is a small access.

Finke clarified that the property actually does not have frontage onto Highway 55. He explained that the purpose of the study is to determine the future needs of the corridor as the properties develop in order to plan and assess appropriately.

Anderson asked if it would be reasonable to share the cost with current landowners as they will benefit from this work.

Pederson stated that the City would have to review what has been done in the past.

Johnson replied that in the past the City pays for this expense up front in order to determine right-of-way needs and estimate future infrastructure costs.

Finke stated that there would be some complexities with attempting to share the cost for the study. He explained that this method is a way in which the City can avoid having to complete the improvements through a 429 project.

Batty stated that costs should be tracked in the case that this is a 429 project and then the study could be included as soft costs for the overall project.

Anderson agreed that the City will be the largest benefactor of this study but noted that other properties will also benefit from this information.

Barnhart explained how the costs would be tracked.

Pederson commented that he is glad to see the proactive efforts of staff to ensure the City receives the necessary improvements and can plan accordingly. He recognized that while it would not be ideal to add additional stoplights onto Highway 55, this is the last retail node and that improvement may be necessary for access.

DesLauriers asked for additional input on whether the alternatives would be included.

Finke stated that the intention was not to include those alternatives but to do further analysis, if desired, with the study.

*Moved by Anderson, seconded by DesLauriers, to approve proposal for professional planning and engineering services to complete a project development/visioning study for the proposed Tamarack Drive corridor between Meander Road and Hamel Road, the proposal will include tasks one through ten, not including alternates one and two which may be added at a later date with Council approval. **Motion passed unanimously.***

## **IX. CITY ADMINISTRATOR REPORT (7:25 p.m.)**

Johnson stated that he spoke with Anderson prior to the meeting, as Anderson and Martin attended interviews for Fire Services Consultants. He reported that the City received a fire services grant for \$25,000. He reported that Matrix Consulting was the top candidate after the interviews, noting that staff will bring forward that recommendation for action at the next City Council meeting.

Pederson noted a concern with bringing the action forward that quickly, stating that he feels that it would be fair to have the new Public Safety Director, Jason Nelson, to be able to provide input and be a part of the process. He stated that Hamel Fire will also elect a Chief in March and suggested acting in April.

Johnson reported that Sergeant Jason Nelson has been a part of the process and included on all the discussions. He stated that the fire services study will help Medina figure out the best way forward and outline options available to the City Council for fire services.

DesLauriers noted that this item will be on the regular agenda, rather than Consent. He noted that the grant funds will only cover a portion of the cost for the study.

Barnhart provided additional details on potential financing of the study. The total cost of the fire services study is \$42,000. Barnhart informed Council that \$25,000 would be paid by the State Fire Marshal's Grant, \$14,000 could be paid for from fire surplus from 2019, and the remaining \$3,000 could be paid for from reserves or unallocated antenna revenue.

Anderson stated that he is sympathetic to the comments made by Pederson. He went on to add there is a lot of turmoil among three of the departments serving the City and now may be a good time to allow things to settle down before proceeding with a discussion regarding engaging with a Fire Consultant. He noted that Pederson also will not be available for the next Council meeting and feels it important to have all members of the Council present for this next discussion on the study. He therefore suggested that the item be delayed until the March Council meeting.

Johnson confirmed that the item could be placed on the regular City Council agenda for the first meeting in March.

Pederson confirmed that he would attend that meeting.

*Moved by Anderson, seconded by DesLauriers, to direct staff to place the fire services study consultant item on the March 4<sup>th</sup> meeting agenda. **Motion passed unanimously.***

## **X. MAYOR & CITY COUNCIL REPORTS (7:31 p.m.)**

DesLauriers commented on local events that he attended.

## **XI. APPROVAL TO PAY THE BILLS (7:31 p.m.)**

*Moved by Anderson, seconded by DesLauriers, to approve the bills, EFT 005384E-005397E for \$1,914,245.62, order check numbers 049844-049877 for \$195,787.69, and payroll EFT 0509981-0510010 for \$52,322.68. **Motion passed unanimously.***

**XII. ADJOURN**

*Moved by Anderson, seconded by DesLauriers, to adjourn the meeting at 7:32 p.m.*

***Motion passed unanimously.***

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Kathy Martin, Mayor

Attest:

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Jodi M. Gallup, City Clerk