

## **MEDINA CITY COUNCIL MEETING MINUTES OF MAY 5, 2020**

The City Council of Medina, Minnesota met in regular session on May 5, 2020 at 7:00 p.m. in the City Hall Chambers. Mayor Martin presided.

Martin read a statement explaining that it is not prudent at this time to hold in person meetings because of the health risks of public gatherings due to COVID-19 and therefore this meeting will be held telephonically.

### **I. ROLL CALL**

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

**Members absent:** None.

**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 Jason Nelson.

### **II. PLEDGE OF ALLEGIANCE (7:09 p.m.)**

### **III. ADDITIONS TO THE AGENDA (7:09 p.m.)**

Johnson stated that staff is requesting to add an Item under New Business, Item C, Public Works Maintenance Technician and Seasonal Position.

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

### **IV. APPROVAL OF MINUTES (7:10 p.m.)**

#### **A. Approval of the April 21, 2020 Regular City Council Meeting Minutes**

Martin noted that changes provided by herself and Anderson were circulated prior to the meeting for incorporation.

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

### **V. CONSENT AGENDA (7:12 p.m.)**

#### **A. Approve 2019 Annual Report**

#### **B. Approve Mill and Paving Services Agreement with Omann Brothers, Inc.**

#### **C. Approve Seal Coating Services Agreement with Pearson Brothers, Inc.**

#### **D. Approve Services Agreement for Lake Independence Shoreline Stabilization Project with Hantho Outdoor Services**

#### **E. Approve Ardmore Culvert Replacement Agreement with Burchville Construction, Inc.**

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

## **VI. COMMENTS (7:14 p.m.)**

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

There were none.

### **B. Park Commission**

Scherer reported that the park spring cleanup was done the past week with the new contractor and they are doing a good job. He provided an update on the parks including improvements and increased activity.

Martin asked about social distancing within the parks.

Scherer reported that typically they are viewing a family with perhaps a neighbor, noting that perhaps two families have decided to become a group. He stated that for the most part people are respecting each other and maintaining space. He noted that as in other locations, some people take it more seriously than others.

DesLauriers stated that he noticed four people playing basketball together at the park. He stated that he also observed the fence installed to shorten the little league fence, noting that originally, he had concern with parents and children close to the parking lot but now seeing it in place, he believes the setup will work.

Anderson asked if the City has printed signage encouraging social distancing that could be placed around the parks.

Scherer stated that they had laminated signs placed near the park equipment. He stated that if desired, staff could place a few additional signs encouraging social distancing.

### **C. Planning Commission**

Finke reported that the Planning Commission will meet the following week to conduct public hearings regarding a request for a two-lot subdivision for property east of City Hall along Medina Road and a request related to setback requirements for garden sheds.

## **VII. NEW BUSINESS**

### **A. Stetler – Conditional Use Permit for Barn at 1832 Medina Road (7:22 p.m.)**

Finke reported that the applicants are seeking a Conditional Use Permit for an accessory structure of 14,600 square feet which will house an indoor riding arena, barn and staging area. He noted that a CUP is required for accessory structures over 5,000 square feet in size. He reviewed the location of the property, noting that the single-family home on the property is currently under construction. He provided details on pasture and paddocks areas along with the manure management plan. He reviewed the architectural details and proposed materials for the structure. He stated that the Planning Commission held a public hearing, noting that one comment of support was received, and the Commission recommended approval subject to the conditions within the report.

Pederson commented that it appears that this will be an outstanding looking building. He asked if there will be a requirement for sprinklers to be installed because the size of the building exceeds 12,000 square feet, or whether that requirement is simply for commercial use.

Finke stated that this would be subject to building code requirements and review but did not believe that sprinklers would be required for this type of use.

Pederson commented that he likes the architectural elements and colors proposed.

Martin commented that she also finds the design aesthetically pleasing.

*Moved by Anderson, seconded by Pederson, to direct staff to prepare a resolution approving the Conditional Use Permit for a barn at 1832 Medina Road per the conditions noted in the staff report.*

*A roll call vote was performed:*

<i>Pederson</i>	<i>aye</i>
<i>Anderson</i>	<i>aye</i>
<i>DesLauriers</i>	<i>aye</i>
<i>Albers</i>	<i>aye</i>
<i>Martin</i>	<i>aye</i>

***Motion passed unanimously.***

**B. City Attorney Update on Allowing a Return to In-Person Meetings (7:33 p.m.)**

Batty stated that this is a follow up to the short discussion at the last Council meeting as to what it could look like transitioning from the telephone meetings. He noted that his memorandum provided background information on how the City got to this position and what has occurred over the past seven weeks. He stated that the Governor's Stay at Home Order does not directly relate to public meetings, but the spirit is to prevent people from gathering in large numbers. He stated that the City found that it was not prudent or practical to hold public meetings and that is why the telephone meetings began. He provided details on the Statute that is used to allow meetings to be held telephonically. He noted that if the Local Emergency were ended, if the State Emergency were ended, and if there were no longer a health pandemic, then the City would be forced to hold in person meetings. He explained that it is difficult to say when those things would happen and when COVID-19 will no longer be ruled a pandemic.

Martin stated that she misses seeing everyone in person but is surprised at how well the telephonic meetings have gone. She stated that members of the public participating have been cordial and courteous. She stated that she would continue to hold telephone meetings until such time it is safe to hold in person meetings.

Anderson echoed the comments of Martin that he also misses seeing everyone in person. He commented that as well run as the telephone meetings are, it is still better to see people. He stated that the decision will have to be made in the future as the Governor's Stay at Home Order remains in place.

Pederson commented that he believes that it is important that the City continue to hold telephonic meetings in order to continue public safety. He commented that as nice as it is to see everyone, he would not want to risk anyone's health, whether that is the Council or City staff.

DesLauriers stated that the decision is moot at this point. He stated that he misses seeing everyone in person and the events that have been canceled, but this method is going well, and the City is still able to accomplish its business.

Martin stated that she is also missing the City events.

Albers echoed the comments, noting that the City will remain on a wait and see approach. He agreed that the meetings have been effective in this manner.

Martin applauded City staff for coordinating these meetings and helping them run smoothly.

**C. Public Works Maintenance Technician and Seasonal Position (7:43 p.m.)**

Johnson stated that on May 4<sup>th</sup> the City received a resignation letter from an employee that was hired one week prior.

Scherer echoed the comments that the employee resigned after just a few days. He stated that the City has previous approval to solicit and bring on the seasonal employee and he would like to bring that employee on board. He stated that he will bring back a request to solicit and fill the maintenance technician position in the future.

*Moved by Martin, seconded by Anderson, to adopt Resolution No. 2020-25 accepting the resignation of Public Works Maintenance Technician Curtis Biegert and to authorize the appointment of Seasonal Maintenance Technician.*

*A roll call vote was performed:*

<i>Albers</i>	<i>aye</i>
<i>DesLauriers</i>	<i>aye</i>
<i>Anderson</i>	<i>aye</i>
<i>Pederson</i>	<i>aye</i>
<i>Martin</i>	<i>aye</i>

***Motion passed unanimously.***

**VIII. CITY ADMINISTRATOR REPORT (7:46 p.m.)**

Johnson had nothing further to report.

**IX. MAYOR & CITY COUNCIL REPORTS (7:46 p.m.)**

Martin stated that she and Johnson will attend a Zoom meeting with Dean Phillips the following day.

**X. APPROVAL TO PAY THE BILLS (7:47 p.m.)**

*Moved by Anderson, seconded by DesLauriers, to approve the bills, EFT 005490E-005510E for \$97,986.76, order check numbers 050167-050214 for \$198,124.37, and payroll EFT 0510198-0510224 for \$50,775.35 and payroll check 0020445 for \$13,862.67. **Motion passed unanimously.***

Martin encouraged everyone to continue to socially distance, wear masks, wash their hands and remain safe and healthy.

**XI. ADJOURN**

*Moved by Anderson, seconded by Albers, to adjourn the meeting at 7:49 p.m.*

*A roll call vote was performed:*

*Pederson aye  
Anderson aye  
DesLauriers aye  
Albers aye  
Martin aye*

***Motion passed unanimously.***

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Kathleen Martin, Mayor

Attest:

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Jodi M. Gallup, City Clerk