

**MEDINA CITY COUNCIL WORK SESSION MEETING MINUTES**  
**OF JANUARY 19, 2021**

The City Council of Medina, Minnesota met in work session on January 19, 2021 at 5:00 p.m. at the Medina City Hall, 2052 County Road 24, Medina, MN.

**I. Call to Order**

**Members present:** Martin, Reid, Albers, Cavanaugh, and DesLauriers

**Members absent:**

**Also present:** City Administrator Scott Johnson, Planning Director Dusty Finke, Public Works Director Steve Scherer, Public Safety Director Jason Nelson, Assistant City Administrator Jodi Gallup, and Finance Director Erin Barnhart

**II. Introduction and Overview of Goal Setting Session**

Johnson provided a brief overview of the meeting purpose and facilitation.

**III. Overview of 2020 Work Plan**

Johnson provided an overview of the 2020 Work Plan which illustrated the accomplishment of goals by all departments. He provided information on the past year work plan and indicated that 26 goals have been completed and that 26 of the 2020 goals are on-going tasks or were not completed in 2020. The on-going goals from 2020 will be incorporated into the 2021 Goals.

**IV. Administration Department**

Johnson and Gallup provided background on the department's functions and list of goals for 2021.

*The Council directed staff to provide Comprehensive Plan information to the City Council Members, update the police contract goal to reflect impact on non-union wages, identify a handful of businesses for Council Members to contact with a list of questions instead of business tours for 2021, and add future Work Sessions to discuss next steps for Uptown Hamel and Hackamore Road.*

**V. Planning Department**

Finke provided background on the department's functions and list of goals for 2021.

*The Council requested further information on the electric vehicle charging stations. Planning Director Dusty Finke informed the City Council that the goal is to make sure things are in place for this option in the future and may include requiring conduit for new projects.*

**VI. Public Works Department**

Scherer provided background on the department's functions and list of goals for 2021.

*The Council directed staff to bring forward recommended changes to wages for Public Works Employee Joe Ende to make sure his pay is appropriate, Public Works Director Steve Scherer explained that the \$250,000 land acquisition amount in the Capital Improvement Plan (CIP) is a place holder for future opportunities that is rarely used, and Mr. Scherer also explained that the \$350,000 amount under the CIP for Hunter Lions Park is not enough for the whole project. The Hunter Lions Park project will need to be done in phases over several years.*

Roll call vote to recess the meeting until after the 7 p.m. City Council Meeting. Martin, Reid, Albers, Cavanaugh, and DesLauriers voted aye. Meeting was recessed at 6:28 p.m.

Returned at 7:55 p.m.

## **VII. Finance**

Barnhart provided background on the department's functions and list of goals for 2021.

*The Council directed staff to continue to automate accounts payable and other electronic processes in the Finance Department, move the Accountant position to the next wage level in the 2022 Budget, and identifying resources for future fire service needs (future work session topic).*

## **VIII. Police Department**

Nelson provided background on the department's functions and list of goals for 2021.

*The Council directed staff to research school liaison possibilities with a future school in the Wayzata School District (possible COPS grant), compare police wages during union negotiations, report back to Council on what Police Officers hear from residents at homeowner's association meetings, and put together the 3<sup>rd</sup> party gift card ordinance after the squad/body cameras are implemented. Chief Nelson informed the City Council that 50% of our Police Officers have received COVID-19 inoculations.*

## **IX. Other Discussion Topics**

No further topics were discussed.

## **Adjournment**

*Martin closed the meeting at 8:55 p.m.*

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Kathleen Martin, Mayor

Attest:

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Jodi M. Gallup, City Clerk