

MEDINA CITY COUNCIL MEETING MINUTES OF JUNE 15, 2021

The City Council of Medina, Minnesota met in regular session on June 15, 2021 at 7:00 p.m. in the City Hall Chambers. Mayor Martin presided.

Martin read a statement explaining that meeting continues to be held in a virtual format, but the Council will return to in person meetings at the next meeting. She reviewed the instructions for public participation in the meeting.

I. ROLL CALL

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

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 (7:03 p.m.)

III. ADDITIONS TO THE AGENDA (7:03 p.m.)

The agenda was approved as presented.

IV. APPROVAL OF MINUTES (7:03 p.m.)

A. Approval of the June 1, 2021 Regular City Council Meeting Minutes

Martin stated that prior to the meeting Johnson distributed proposed changes for incorporation as submitted by herself and DesLauriers.

Cavanaugh noted on page 17, line 16, it should state, "...Cavanaugh again noted..."

Moved by Martin, seconded by Reid, to approve the June 1, 2021 regular City Council meeting minutes as amended.

A roll call vote was performed:

*DesLauriers aye
Albers aye
Cavanaugh aye
Reid aye
Martin aye*

Motion passed unanimously.

V. CONSENT AGENDA (7:05 p.m.)

A. Accept Fire Services Grant Redistribution from State Fire Marshal's Office for Fire Study

B. Call for Meeting on June 30, 2021 at 4:30 p.m. for Park Tour

- C. **Resolution No. 2021-37 Terminating the Local Emergency Related to COVID-19**
- D. **Resolution No. 2021-38 Approving Assignment of Fund Reserves**
- E. **Resolution No. 2021-39 Granting Preliminary Approval of the Pioneer Trail Preserve Plat**

Moved by Albers, seconded by Cavanaugh, to approve the consent agenda.

A roll call vote was performed:

*DesLauriers aye
Albers aye
Cavanaugh aye
Reid aye
Martin aye*

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

Scherer reported that the Park Commission will meet the following night to discuss the 2022-2026 Capital Improvement Plan related to the park elements. He stated that the group will also plan the visits for the park tour and discuss the decision that is made on the Diamond Lake Regional Trail tonight.

C. Planning Commission

Finke reported that the Planning Commission did not hold a meeting in June.

VII. OLD BUSINESS

A. Diamond Lake Regional Trail Master Plan (7:08 p.m.)

Johnson stated that at the June 1st meeting public comment was received and the Council had a lengthy discussion related to the Diamond Lake Regional Trail (DLRT) with the ultimate decision to table the action and direct staff to gather additional information. He noted that additional information was included in the Council packet.

Finke stated that at the last meeting the Council discussed the two potential routes connecting from Hamel Road to the north and made the decision to discontinue discussion on the western route and focus on the other potential route. He displayed the route as currently being discussed, removing the alternative route north of Hamel Road. He stated that the Council also requested additional information at the last meeting related to the right-of-way existing along Hamel Road. He stated that staff completed a review and mapped the known right-of-way that exists, noting that about half of the properties have obvious right-of-way dedicated. He stated that in reality if there was construction of an off-road trail on a rural road section, most properties would most likely require an easement.

Albers stated that there are some darker lines shown on some of the roads on the right-of-way map and asked for clarity.

Finke commented that the dark line is the street and does not have other significance.

DesLauriers asked if the trail were to exceed the right-of-way, would the land acquisition still need to be approved by the Council at that time.

Batty stated that the statute under which the Park District operates gives the District the authority to purchase or condemn property, but that acquisition would need to be consented to by the governmental body. He stated that in his opinion City Council approval would be needed for any acquisition.

Finke stated that the Council also had some discussion related to the options for the pedestrian crossing location over Highway 55. He stated that the trail is shown conceptually but the actual location of the trail would be determined as further study is done to craft the best location for the trail as opportunities arise in the future, therefore the exact location for the crossing is not yet determined. He stated that the line should actually be considered as a larger blurry swath. He stated that once the trail crosses the highway there would be opportunities to pivot the trail to minimize impacts on adjacent properties and tie into the existing trail system. He stated that as the master planning process moves forward, the intent would be to remain flexible in order to best respond to the circumstances of the future.

Martin asked if engineering would be part of that process as it moves forward as well.

Stephen Shurson, Three Rivers Park District, commented that the engineering of the trail and bridge would not occur until they are close to design and construction. He stated that the master plan level remains conceptual, and the location of the crossing should remain flexible as it would be coordinated with future planning efforts. He stated that they could also consider an additional separate study when it appears development may happen.

Reid asked if it would be reasonable to presume that the Hamel section would not begin until the pedestrian crossing was in place or under construction.

Kelly Grissman, Three Rivers Park District, commented that ultimately as part of the master plan they will identify a conceptual route. She stated that in order to implement the trail they would need to acquire the trail and it would most likely be constructed in phases. She noted that phases would be prioritized depending on opportunities and available funding. She used the example of perhaps Hamel Road is under reconstruction and therefore they would take advantage of that opportunity to include the trail. She stated that they would be flexible, and the order of construction would depend upon where land acquisition has been successful, available grant funds, and the opportunity to partner with development or other projects.

Finke stated that the final discussion item of the Council was whether it would be possible to relocate the second portion of the corridor east from Tamarack to connect with the Hamel area rather than going along Hamel Road. He stated that Three Rivers Park District stated that the purpose of regional trails is to connect to regional parks and amenities and therefore that route suggestion would not serve those regional objectives.

Grissman stated that ultimately there are two regional search corridors in Medina, the DLRT and the Lake Sarah Regional Trail search corridor. She stated that as part of the DLRT study they are looking for the north/south connection. She stated that in coordination with the City they have agreed to remove the southern portion of Medina and instead route through Baker Park, therefore that section is important to completing the north/south objective. She stated that the Lake Sarah Regional Trail corridor would most likely provide the connection to Hamel and Wayzata High School. She stated that when a large segment is removed it makes it harder to complete the broader goals.

Albers stated that he understands that the focus was shifted to connect to Baker Park. He stated that one of the City goals is to connect the community to downtown Hamel. He stated that in his opinion the City goals are greater than the goals of the Park District. He stated that from a planning perspective it would not remove the Lake Sarah corridor coming forward in the future.

Finke commented that throughout the process there has been discussion regarding the connection to the regional corridor planning to the City's trail plan. He stated that the City does have a trail plan that has a high priority to connect to Uptown Hamel and perhaps that is constructed by the City before the DLRT construction even begins. He stated that if the Lake Sarah Regional Trail process moves forward, perhaps the City segment would become a portion of the regional trail.

Reid commented that this decision tonight would not be giving authority to construct the trail but would simply provide approval to use the concept for long-term planning. She stated that the plan would go through several review cycles before moving forward. She stated that this is a concept plan subject to rerouting and flexibility dependent upon acquisition and development opportunities. She stated that it would be the responsibility of Three Rivers Park District to acquire the necessary easements for the trail and would only work with willing sellers. She stated that if people did not want to sell that easement, they would not be required to and therefore she is comfortable approving the concept.

Cavanaugh commented that Three Rivers is willing to spend \$17,000,000 within the boundaries of Medina for this trail which would also provide a needed pedestrian crossing of Highway 55. He stated that he believes that this is something the City needs to endorse. He recognized the concern of the property owners along Hamel Road but noted that it has been stated several times that eminent domain will not be used, and the attempt will be made to keep the trail as close to the road as possible. He did not believe the benefit of the trail could be ignored.

Albers recognized that the crossing of Highway 55 is important. He stated that he would support the trail going east versus west as that would also provide less challenges in terms of wetland impacts. He recognized that there is a lot of support but also a lot of resistance and therefore would favor the route going east into Hamel.

DesLauriers commented that the trail has been within the park trails master plan for at least 20 to 30 years. He believed that a trail along Hamel Road could provide safety for pedestrians. He also believed that a trail connection will be built to Hamel in the future, whether that is done by the Park District or the City.

Martin appreciated all the valuable input and thoughtful comments provided by the public throughout this process on both sides of the issue and residents' willingness to think through what Medina should look like in the future. She commented that a lot would have to happen before a trail could ever be built in terms of securing funding, securing easements from willing property owners, and working with development that comes forward. She stated that Medina has prided itself on its park and trail plans. She stated that planning corridors assist in determining where trail easements should be obtained in the future should a property come forward for development and is a good planning tool. She stated that in crafting the current Comprehensive Plan there was great attention given to thinking of strategies to minimize the physical divide that Highway 55 causes in the community and connecting all areas of Medina. She believed that endorsing this concept would simply be another step in planning for a corridor that would help to connect Medina as a single community.

Moved by Cavanaugh, seconded by Reid, to approve inclusion of the conceptual route in the Diamond Lake Regional Trail Master Plan within Medina with the caveats listed in the staff report.

Further discussion: Reid commented that she understands the concern of Albers but believed the City would provide the connection to Uptown Hamel as a separate project.

A roll call vote was performed:

<i>DesLauriers</i>	<i>aye</i>
<i>Albers</i>	<i>nay</i>
<i>Cavanaugh</i>	<i>aye</i>
<i>Reid</i>	<i>aye</i>
<i>Martin</i>	<i>aye</i>

Motion passed 4-1.

VIII. NEW BUSINESS

A. Highcrest Drive and Oak Circle Road Improvement Project (7:50 p.m.)

Johnson stated that Highcrest Drive and Oak Circle have deteriorated to the point where an overlay and other improvements are needed.

Scherer provided background information on the construction and maintenance of the roads included in the project and reviewed the recommended improvements. He reviewed the estimated cost and proposed assessment range. He commented that it is a fairly simple project that should be completed quickly. He reviewed the proposed project schedule should this be approved.

Martin asked for background information on the assessment policy and how the 50 percent rate is decided. She asked if the Council would be interested in holding a special workshop to discuss the assessment policy and ensure it is working as intended.

Scherer stated that this is a dead-end residential street and therefore improvements would be assessed at a rate of 50 percent, split between the property owners. He stated that the assessment policy can be more complex for collector streets and private roads.

He stated that a lot of time and effort went into developing the policy and noted that he could provide the policy to the Council if desired.

Martin stated that she would benefit from another workshop session reviewing the policy and believed that others could as well. She confirmed the consensus of the Council to do so.

1. Resolution No. 2021-40 Receiving Feasibility Report and Calling for Public Hearing on Highcrest Drive and Oak Circle Road Improvement Project and Levying Special Assessments for Same

Moved by Martin, seconded by Cavanaugh, to adopt Resolution Receiving Feasibility Report and Calling for Public Hearing on Highcrest Drive and Oak Circle Road Improvement Project and Levying Special assessments for Same.

A roll call vote was performed:

*DesLauriers aye
Martin aye
Albers aye
Reid aye
Cavanaugh aye*

Motion passed unanimously.

IX. CITY ADMINISTRATOR REPORT (7:58 p.m.)

Johnson advised of a discussion that he had with Martin and DesLauriers regarding fire services in Maple Plain. He noted that staff provided an updated draft services agreement to Maple Plain in February and has not received that agreement back yet. He stated that staff would prefer to continue service in the southwest portion of Medina with Maple Plain, but there is a lack of reply from that community and therefore staff is requesting authority to seek quotes from other fire services providers to serve that area of Medina. He stated that before quotes for service are requested from Long Lake and Loretto fire departments, staff would like to attempt to schedule a meeting with Maple Plain once more.

Martin commented that there are only 15 days left in which to request an extension of service from the Long Lake Fire Department, pursuant to the terms of the City's contract with Long Lake. She stated that Maple Plain has provided good service to Medina, but staff should make the city aware that Medina needs to request those quotes now in hope that information can be gained to make the decision prior to July 1st as required. She stated that it would seem that perhaps authorization should be provided to make the decision prior to the July 1st deadline, as the Council will not meet again before that time.

Johnson stated that he would make one last attempt to schedule a meeting with Maple Plain because of the longstanding relationship Medina has had with them. He asked for authority for him to work with Martin and DesLauriers to request quotes from Loretto and Long Lake.

Reid agreed with that plan.

Martin asked if there is not a response from Maple Plain, or perhaps a better quote is received from another fire service provider, would the Council feel comfortable authorizing staff and perhaps herself or DesLauriers to make the decision prior to the July 1st date.

Reid confirmed that she would be comfortable with that.

Albers agreed.

Cavanaugh stated that he also agrees. He stated that if a response is not gained from Maple Plain, perhaps Loretto or Long Lake would be willing to provide that service on a temporary basis.

Martin noted that the contract with Maple Plain ends December 31st.

Cavanaugh noted that he would like to leave the option open to include Maple Plain as the planning moves forward.

DesLauriers agreed that Medina does not want to be in this position. He stated that all the other contracts were returned promptly, and staff has attempted to reach out to Maple Plain on multiple occasions without response. He commented that Medina needs to ensure that all areas of the community have fire service coverage.

Johnson confirmed the consensus of the Council for staff to attempt to schedule a meeting with Maple Plain and staff will move forward with requesting quotes for service from Loretto and Long Lake.

Martin commented that if something does not happen with Maple Plain this week, she would want staff to move forward with gathering the quotes.

X. MAYOR & CITY COUNCIL REPORTS (8:07 p.m.)

Cavanaugh reported that earlier this morning he had the opportunity to experience the fire and police response firsthand. He stated that although it was an unfortunate situation, the police and fire response was top notch, and he appreciates their hard work. He confirmed that one of the properties that he owns in Hamel experienced a structural fire, but all six young people were able to get out of the home safely. He encouraged all residents to ensure that fire alarms are working properly.

Reid commented that she met today with the President of the Uptown Hamel Business Association, noting that the first meeting is scheduled for the following week. She noted that it is a small group, and she will be reaching out to the property owners' group. She stated that a group of stakeholders will be needed for the branding in order to develop a cohesive effort.

DesLauriers commented that he and Cavanaugh will be participating in the Hamel landowners' group later this week to discuss potential improvements along Hamel Road.

Martin provided background information on the earlier meeting of that group that she attended. She stated that it seems that the group has a genuine love for Uptown Hamel and its unique existence, and appears to be looking to redevelop with that small town feel. She stated that she and Reid met with another business owner in the city that has

national planning connectivity and hoped that these efforts will bring something to fruition.

Reid stated that she would like to be included in that meeting later this week if possible.

Martin stated that if more than two members of the Council attend, it would need to be noticed as a public meeting. She stated that the landowners group is not quite ready to notice its gathering as a public meeting. She stated that perhaps DesLauriers, Reid and Cavanaugh can work out a rotation to attend.

DesLauriers commented that he would be happy to rotate with Reid.

Martin commented that she had lunch with the Mayor of Corcoran today to share information about possible project collaboration. She stated that she, Johnson, and Finke will have a more formal meeting with the Mayor and Corcoran staff to discuss potential project collaboration. She stated that she will also attempt to schedule a similar meeting with the Mayor of Plymouth.

XI. APPROVAL TO PAY THE BILLS (8:16 p.m.)

Moved by DesLauriers, seconded by Martin, to approve the bills, EFT 005963E-005977E for \$57,610.66, order check numbers 051618-051654 for \$220,897.89, and payroll EFT 0511075-0511108 for \$57,007.79.

A roll call vote was performed:

Reid	aye
Cavanaugh	aye
DesLauriers	aye
Albers	aye
Martin	aye

Motion passed unanimously.

XII. ADJOURN

Moved by Cavanaugh, seconded by DesLauriers, to adjourn the meeting at 8:20 p.m.

A roll call vote was performed:

<i>Reid</i>	<i>aye</i>
<i>Cavanaugh</i>	<i>aye</i>
<i>Albers</i>	<i>aye</i>
<i>DesLauriers</i>	<i>aye</i>
<i>Martin</i>	<i>aye</i>

Motion passed unanimously.

Kathleen Martin, Mayor

Attest:

Jodi M. Gallup, City Clerk