

**MEDINA CITY COUNCIL MEETING MINUTES OF JULY 20, 2021**

The City Council of Medina, Minnesota met in regular session on July 20, 2021 at 7:02 p.m. in the City Hall Chambers. Mayor Martin presided.

**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 Police Sergeant Kevin Boecker.

**II. PLEDGE OF ALLEGIANCE (7:02 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 July 6, 2021 Regular City Council Meeting Minutes**

*Moved by Cavanaugh, seconded by Reid, to approve the July 6, 2021 regular City Council meeting minutes as amended. **Motion passed unanimously.***

**V. CONSENT AGENDA (7:03 p.m.)**

**A. Approve Job Description and Authorize Recruitment to Fill Vacant Seasonal Public Works Position**

**B. Resolution No. 2021-46 Accepting Donation from Hamel Athletic Club**

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

**VI. COMMENTS (7:04 p.m.)**

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

There were none.

**B. Park Commission**

Scherer reported that staff will be meeting with the Park Commission to review the capital plan for 2022-2026 along with the asset list and items planned for replacement to determine if any of those items should be added to the Capital Improvement Plan. He stated that Hamel Athletic Club will also be presenting their plans for a grandstand at Paul Fortin Field.

DesLauriers asked if staff is planning to redo the other half of the bike path at Hamel Legion Park.

Scherer stated trail paving was done at Hunter Lions Park, along with paving along the shoulder. He commented on the heavy use of the area by pedestrians.

Martin asked if the ceremony for the new lighting would be held on August 17<sup>th</sup>.

Gallup replied that event will be on August 10<sup>th</sup>.

**C. Planning Commission**

Planning Commissioner Grajczyk reported that the Commission met the previous week to consider a Planned Unit Development amendment from Rolling Green Business Park Association. He noted that the Commission recommended approval of the amendment to allow additional commercial and businesses uses within the PUD.

DesLauriers referenced the retail uses and asked for additional clarification on the uses that would be allowed.

Grajczyk provided additional clarification on the retail uses that would be allowed.

**VII. NEW BUSINESS**

**A. Highcrest Drive and Oak Circle Improvement Project – Public Hearing and Assessment Hearing (7:10 p.m.)**

Johnson stated that on June 15<sup>th</sup> the Council received the Feasibility Report and called for the public hearings related to the Highcrest Drive and Oak Circle Improvement Project.

Scherer reported that this would be a fairly simple mill and overlay project and some related drainage improvements. He stated that the street was last rebuilt in 1985 and started to deteriorate in 2012. He reviewed the related improvements that have taken place over the years. He stated that he held a meeting with the property owners in that area to identify any additional concerns. He reviewed the details of the project and related cost, along with the proposed assessment that would be split between the 11 lots. He provided the assessment schedule for the project. He asked the Council to adopt the resolution approving the plans according to the Feasibility Report and ordering the project and to adopt the resolution adopting the assessment roll for the project.

Martin opened the public hearings.

No comments.

Martin closed the public hearing.

**1. Resolution No. 2021-47 Approving Plans According to Feasibility Report and Ordering Highcrest Drive and Oak Circle Improvement Project**

*Moved by DesLauriers, seconded by Cavanaugh, to Adopt Resolution No. 2021-47 Approving Plans According to Feasibility Report and Ordering Highcrest Drive and Oak Circle Improvement Project. **Motion passed unanimously.***

**2. Resolution No. 2021-48 Adopting Assessment Roll for Highcrest Drive and Oak Circle Road Overlay**

*Moved by DesLauriers, seconded by Reid, to Adopt Resolution No. 2021-48 Adopting Assessment Roll for Highcrest Drive and Oak Circle Road Overlay Project. **Motion passed unanimously.***

**VIII. CITY ADMINISTRATOR REPORT (7:14 p.m.)**

Johnson stated that Night to Unite will be held on Tuesday, August 3<sup>rd</sup> therefore the Council will meet on Wednesday, August 4<sup>th</sup>.

Martin noted that the Mayor's Dinner will be held on September 9<sup>th</sup> at 5:30 p.m. at her home.

**IX. MAYOR & CITY COUNCIL REPORTS (7:15 p.m.)**

No comments.

**X. APPROVAL TO PAY THE BILLS (7:15 p.m.)**

*Moved by DesLauriers, seconded by Martin, to approve the bills, EFT 006001E-006014E for \$89,895.42, order check numbers 051745-051806 for \$501,148.70, and payroll EFT 0511138-0511171 for \$55,116.93.*

*Further discussion: Reid referenced a payment of \$10,000 to a couple and asked for clarification.*

*Johnson confirmed that was payment for a returned escrow.*

***Motion passed unanimously.***

**XI. ADJOURN**

*Moved by Cavanaugh, seconded by DesLauriers, to adjourn the meeting at 7:16 p.m. **Motion passed unanimously.***

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Kathleen Martin, Mayor

Attest:

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Jodi M. Gallup, City Clerk