

MEDINA CITY COUNCIL MEETING MINUTES OF JANUARY 21, 2003

The City Council of Medina, Minnesota met in regular session on January 21, 2003 at 7:30 p.m. in the City Hall Chambers. Mayor Zietlow presided.

I. ROLL CALL

Members present: Lane, Zietlow, Smith and Brinkman.

Members absent: Workman.

Also present: Attorney Bob Vose, Public Works Director Jim Dillman, City Engineer Tom Kellogg, City Administrator Chad Adams and Recording Secretary Robyn Sauer.

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO THE AGENDA

The addition of the Agricultural Task Force was requested under Administration.

The addition of a clarification of the payment to the Hamel Fire Department and the imaging equipment was requested under Public Safety.

*Moved by Smith, seconded by Brinkman, to approve the agenda as amended. **Motion passed unanimously.***

Smith commented she greatly appreciated the memo from Adams and noted it was a wonderful addition to the packet.

IV. APPROVAL

A. Approval of the January 7, 2003 Regular City Council Meeting Minutes

Page two, under Consent Agenda item B, the correct spelling is "Depositories". Under item C, the correct spelling is "Designation", and under item F, the correct spelling is "Date".

It was noted on page four, item 2, should read Dean Johnson – Conditional Use Permit for Lot 1, Schlosser Addition.

The first sentence under item 2 on page four should state: This matter came before the City Council as an application by Dean Johnson for a Conditional Use Permit (CUP) to construct an office/warehouse storage building on Lot 1, Schlosser Addition, southeast of the intersection of State Highway 55 and County Road 19.

It was noted on page five, third line of the motion should read office/storage building on Lot 1, Schlosser Addition at County Road 19 and Highway 55 with the first 10 conditions set by the Planning Commission.

*Moved by Brinkman, seconded by Lane, to approve the January 7, 2003 regular City Council meeting minutes as amended. **Motion passed unanimously.***

V. CONSENT

- A. **Gambling Permit for “Turn In Poachers” at Medina Ballroom/Entertainment Center**
- B. **Resolution Granting a Conditional Use Permit (CUP) to Dean Johnson**

*Moved by Smith, seconded by Lane, to approve the consent agenda. **Motion passed unanimously.***

VI. COMMENTS

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

Bill Lowe, Pinto Drive, asked about a vehicle facing County Road 24 and wondered if there was anything in the ordinance about an eye sore. Belland replied if the vehicle was licensed and operable they couldn't do anything about it.

Lane asked if anyone had spoken to the owner. Belland replied no, because it had a current license plate.

Belland indicated he would look into it.

Lowe noted the designated newspaper doesn't refer to the Planning Commission ever. The representative for the paper replied if she had notification for the meeting she would cover it.

Lowe stated the Planning Commission always met on the second Tuesday of each month at 7:00 p.m.

B. **Park Commission**

Nothing to report.

C. **Planning Commission**

Nothing to report.

VII. BUSINESS

A. **Public Works**

1. **Equipment Purchase**

Dillman reviewed the memo for the City Council and recommended going with St. Joseph Equipment.

Dillman indicated the City could sell the current skid steer at the county auction, or it could be kept in the new community building.

*Moved by Brinkman, seconded by Smith, to approve the purchase of a skid steer from St. Joseph Equipment for a price of \$35,231.27 to be purchased out of the equipment fund. **Motion passed unanimously.***

2. **On Call Policy**

Dillman stated there was no on-call policy and the need for one was based on the #1 lift station. Zietlow stated he'd rather see a permanent solution than an on-call policy.

Dillman noted the funds for it were in the budget, so if they were going to do it, they should do it.

Lane stated he would like staff to look at the other 12 lift stations and indicate which have equipment that could be upgraded or that were problems.

Lane asked if the six lift stations were equipped the same way. Dillman responded no and commented the new one was creating the problems.

Lane suggested Adams look at all six lift stations.

No action was taken on the on-call policy until the technical solutions are evaluated.

3. Sioux Drive Improvement

Kellogg noted the memo was meant as an update for funding options for improvements and reviewed the memo for the City Council.

Kellogg stated as part of the grant application, letters of recommendation from the City Council, Park Commission, Planning Commission and residents would be helpful.

Kellogg indicated the grant application deadline was February 28, 2003.

Kellogg stated the letters should be addressed to Whom it may concern.

Smith suggested a joint Park/Planning Commission letter. Bruer indicated he would talk to Liz.

Smith asked about a letter from the Met Council rep. Kellogg replied that would be a good idea.

Smith stated she would call the Hennepin County rep and noted a letter should be written by someone from the Lions, along with the uptown Hamel group.

Kellogg indicated he would like the letters by February 18, 2003.

Lane asked about a county chargeback of \$80,000. Dillman stated it was the City's share of the trail and would be on the 101 project, and which the City was applying for a grant.

4. New Employee Hiring

Adams stated someone with past City experience was interested in the position and asked if they should fill out an application, or if the City should post notice or advertise. Zietlow responded if there was no legal requirement to advertise, they should go with who they have.

Lowe suggested the City adopt some consistency with items of this nature. Zietlow replied this followed the public works policy.

B. Parks

1. Park Commission Appointments

Adams reviewed the memo for the City Council.

*Moved by Brinkman, seconded by Smith, to accept the re-appointment of Galen Bruer and Brad Kvanbek and to request Robin Reid come to the next meeting to meet the City Council. **Motion passed unanimously.***

2. Community Building

Lil Jungels reviewed the memo for the City Council and noted the Park Commission requested increasing the parking from 50 to 70 stalls.

Jungels reviewed the changes made per the City's request.

Lane stated the operating and maintenance agreement and the development agreement should be in place before the bidding.

Adams indicated Batty had a May memo that further clarified the agreement and indicated he would distribute it to Council members.

Smith noted they would have the agreement but it couldn't be signed until the agent was determined.

Smith asked when the Lions wanted to put out the bid. Jungels replied by the end of February.

Vose noted preliminary site plan approval was noted and final approval was contingent on the parties reaching a development agreement and a maintenance contract.

Lane asked for bid purposes, if the City's part should be an alternative part of the bid.

Vose stated he didn't know the answer, but indicated Batty might know.

Zietlow stated he was concerned with the portion that was being requested from the City.

Dillman stated the memo included burying the power, the new standard for streetlights, a patio area, landscaping, along with items required in the uptown Hamel ordinance.

Dillman described the different funds the funding could come from and noted lighting and landscaping could come from the environmental fund. Bruer replied it had to do with aesthetics and safety and was an appropriate use of those funds.

Zietlow asked how much was in the environmental fund.

Bruer noted the park fund contained undesignated donations for the park.

Adams stated he would look into the funds.

Lane suggested items 1-11 need to have legal, engineering, and administrative added in. Kellogg replied he thought the contingency number was included.

Smith stated they needed to figure out if the number was in there or not.

Adams asked if they could apply for grants and wondered if additional donations had been considered, like a promotional campaign.

Smith stated the only investment the City had in the park was the land and noted the fields and backstops had been donated.

Smith commented the City hadn't spent any money for the park.

Bruer wondered how applying for grant money would affect the timing of construction.

Lane asked about the parking increase. Dillman responded it would be a 15% increase in cost to add the additional spaces.

Jim Johnson stated there wasn't enough parking right now, so they should definitely increase the parking to 70 spots. Zietlow replied maybe they should limit the use of the park if there was a parking problem.

Jungels stated they probably wouldn't have large functions during ball games.

Bruer indicated he was concerned about green space, but more parking was needed.

Jungels noted there were other options for parking along the road in front of the skating area and on the side off of Hunter, there could be off-street parking.

Bruer stated they might need to shift the parking lot if they were going to add more later and he wondered what that would look like.

Smith suggested evaluating the additional cost of the additional parking.

Kellogg thought \$15,000-\$18,000 extra was more realistic for 70 spots.

Lane asked if the parking expansion was likely to move the storm water to a level that would need a storm water plan. Kellogg replied his first thought was no.

Zietlow asked if there were alternatives to overflow parking without adding blacktop. Kellogg replied it would probably be more expensive.

Lane stated it wasn't an easy decision to just decide to write a check and commented a \$900,000 project was not small.

Zietlow asked for the final number. Dillman replied the final number was \$236,000.

Bruer stated they needed an agreement between the City and the Lions as to what the Lions would be paying for, so it would be helpful for the City to articulate what they want in the agreement.

Lane asked that the December 31, 2002 fund balances be available to them at the next meeting.

Brinkman asked to see the historical uses for the funds.

Smith noted the timing of expenditures might be nice to know.

Lane stated last October he thought the Lions were going to pay for the building. Smith replied it was always known the City would do the site improvements, the Lions were only paying for the building.

Dillman noted this went back a few years ago and the City talked about paying for some of the site improvements.

Jungels indicated with site improvements, the building had grown and commented the City's uptown Hamel ordinance required a lot of things.

Bruer stated a lot of the money was coming from the legion fund.

It was noted this would be on the next agenda to be discussed further.

C. Public Safety

1. Medina Payment for 800 mhz Radios to Long Lake Fire Department

Adams reviewed the memo for the City Council.

*Moved by Lane, seconded by Brinkman, to approve the purchase of the 800 mhz radios and authorize payment of Medina's share of the price. **Motion passed unanimously.***

2. Payment to Hamel Fire Department and Imaging Equipment

Adams stated the payment was going to the long-term equipment fund.

Lane stated the voucher originated with the relief association and he had asked Batty to verify the money went the proper route. Adams replied Batty's answer was yes, it was ok.

*Moved by Smith, seconded by Brinkman, to pay the check. **Motion passed unanimously.***

D. Administration

1. 2003 Appointments

*Moved by Lane, seconded by Smith, to approve proposed appointments. **Motion passed unanimously.***

2. Schedule Work Session for Uptown Hamel Development Plans

*Moved by Smith, seconded by Brinkman to schedule a work session for Tuesday, February 25, 2003 at 7:30 p.m. and to invite Park and Planning Commission chairs, staff and a rep from the uptown Hamel group. **Motion passed unanimously.***

Lane noted Batty suggested someone from Ehlers and a planner be invited also.

Smith asked to know what a planner would cost and what the scope of services would be.

3. Agricultural Task Force

Lane passed out a draft report and noted his resignation as chair and member of the task force was effective immediately.

Zietlow thanked Lane for his work on the task force.

VIII. EXECUTIVE SESSION

A. Police Labor Negotiations

The City Council went into executive session at 10:01 p.m. and came out at 10:29 p.m.

IX. APPROVAL TO PAY THE BILLS

*Moved by Smith, seconded by Brinkman, to approve the bills, order check numbers 24672-24732 for \$62,413.36, and payroll check numbers 17929-17949 for \$22,028.82. **Motion passed unanimously.***

X. ADJOURN

*Moved by Brinkman, seconded by Lane, to adjourn the meeting at 10:32 p.m. **Motion passed unanimously.***

Philip K. Zietlow, Mayor

Attest:

Chad M. Adams, City Administrator