

MEDINA CITY COUNCIL MEETING MINUTES OF AUGUST 5, 2003

The City Council of Medina, Minnesota met in regular session on August 5, 2003 at 7:30 p.m. in the City Hall Chambers. Acting Mayor Jim Lane presided.

I. ROLL CALL

Members Present: Workman, Lane, Smith, and Brinkman

Members Absent: Zietlow

Also Present: City Attorney Ron Batty, Public Works Director Jim Dillman, City Engineer Glen Cook sitting in for Tom Kellogg, Planning and Zoning Administrator Loren Kohonen, Police Chief Ed Belland, City Administrator Chad Adams, and Recording Secretary Jennifer Hennes.

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO THE AGENDA

It was requested to pull item IV, Executive Session, from the agenda.

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

IV. APPROVAL

A. Approval of the July 15, 2003 Regular City Council Meeting Minutes

*Moved by Smith, seconded by Workman, to approve the July 15, 2003 regular City Council meeting minutes as amended. **Motion passed unanimously.***

V. CONSENT AGENDA

A. Consent to Condemnation and Agreement

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

VI. COMMENTS

A. Comments from Citizens on items no on the Agenda

There were none.

B. Park Commission

Adams noted the Park Commission will meet to discuss budget capital improvements for 2004 and beyond, park use policy, and recognizing contributions to Hamel Legion Park.

C. Planning Commission

Kohnen noted there was not a Planning Commission meeting in July, but there is a meeting in August. He noted he will be absent from the September 2nd Council meeting.

Lane inquired of the status of the Keller Estates subdivision. Kohnen stated a meeting is to be set up with Orono and the Planning Commission. He noted this discussion might be on the September Planning Commission agenda. He stated he is willing to table this until there is a complete application.

Batty stated there has been a second sixty-day extension and the applicant will give additional time if needed.

VII. BUSINESS

A. Public Safety

1. Long Lake Fire Department – Request bids for Medium/Heavy Rescue Purchase

Lane stated a representative of the Long Lake Fire Department is present to request the City to authorize going out to bid on the purchase of a new rescue vehicle.

D. J. Goman, Long Lake Fire Department representative, thanked Council for their time. He presented information regarding updating their rescue truck. He noted they looked at a vehicle for overall coverage. He presented a drawing of the vehicle and noted they are looking at a support vehicle for fire extrication, auto accidents and to serve as a command vehicle. He noted it would serve needs now and in the future. He noted they have met with the Fire Advisory Group. He noted they are talking about adding a light tower on the truck for safety. He presented different options on the vehicle to Council.

Brinkman inquired about the length of the box. Goman noted the length is 24 feet.

Brinkman inquired about the most important equipment on the vehicle. Goman noted the most important parts are the command area and the extrication.

Lane noted this acquisition has been in the acquisition plan for two or more years and the price has risen. It was noted the estimated cost is between \$225,000 and \$240,000 and Medina's share is approximately \$18,000 to \$19,000.

*Motion by Brinkman seconded by Smith to approve the Long Lake Fire Department to go to bid. **Motion passed unanimously.***

2. Swearing in Ceremony for Police Officer David Hall

A swearing in ceremony took place for Officer Hall.

3. Promotion of Police Officer Jason Nelson to Sergeant

A promotion ceremony took place for Sergeant Nelson

B. Parks

1. Hamel Legion Park Community Building

Adams provided an update on the project to the Council and is seeking feedback from the Council. Adams provided an updated projection of funds available in comparison to projected costs. He noted he has been working with Bill Wolters, construction

consultant, as well as Hamel Lions and City Staff to determine alternatives for funding, and options to potentially reduce the cost of the building. Adams presented information regarding the fund availability, the revised building estimate and the building funding shortfall. He inquired to the council the \$100,000 advance, public fundraising and a survey to determine public support. He noted benches have not been included in this project. He stated the time line right now is January 2004.

Workman commented that because the project shortfall is \$73,000 to \$100,000, if deferring the site work into a future work year is an option. He stated he would like to see the project start next year and would like to see the City help with the funding.

Workman stated he felt the sooner this project gets started the sooner the Uptown Hamel project would get started.

Adams presented alternate designs to reduce costs.

Brinkman inquired about fundraising from local businesses.

Lil Jungels, Hamel Lions, stated they have discussed the fundraising issue but have not put anything together at this time.

Brinkman stated he would also like to see the project get started.

Adams stated he has not spoken with Mayor Zietlow regarding these numbers.

Lane inquired about the time line for the bids and getting the project started.

Wolters stated they could advertise for bids in mid-January and hopefully award a bid the beginning of March. He noted the project could be completed by July.

Lane requested Lions and staff to come back by the second City Council meeting in September with any changes and present the information to Mayor Zietlow and the Council, which will help implement the project into the 2004 budget.

Lane inquired about the balance of the Hamel Legion Park Fund and inquired if these costs would wipe out the fund balance. Adams stated in the affirmative.

Wolters stated the building design has been stripped as much as possible and he noted it would not be in the best interest to make the building smaller or reducing height.

Wolters inquired about when the development agreements should be written.

Batty noted when the item comes back before the Council in September, Council will be asked to give acceptance of proposal, which would be an adequate time to start the development agreement and maintenance agreement, upon Council's direction.

Eric Jungels stated at their last Lions meeting discussion was held about the City approaching the community with a survey to see if the Community is in support of this project and to ask for any donations.

Adams stated he could put information in the September City newsletter regarding the history of the project and informing the community of the project. It was noted the City directly asking for donations in the newsletter would not be in the best interest.

Lane stated private fundraising is the way to go and should be organized by a group such as the Lions not the City. It was noted the history and where the project is going would be good information to put in the newsletter.

Loren stated it would be in the best interest to put the garage on now.

Brinkman inquired about companies donating items or work to the project.

Batty stated it was best to avoid the appearance of pressuring anyone.

Lane thanked the Lions for coming to the Council Meeting.

2. Support for CSAH-19 Trail Application for Federal Funding

Adams stated Hennepin County and Three Rivers Park are seeking to re-submit an application for the CSAH 19 trail funding, which was previously denied in 2001. He presented an e-mail from Bob Byers from Hennepin County, which provided an overview of the request. He also presented a memo from Galen Bruer, from June 2001, which originally provided an overview of the request to the Council. He noted a statement of support (by resolution) is being sought from the Council at this time. He presented a copy of a resolution for the Council's approval. He noted the submittal deadline of the application is August 25, 2003.

*Motion by Smith seconded by Brinkman to adopt Resolution No. 03-24, supporting submission of grant application to the federal transportation enhancement fund for CSAH 19 trail development. **Motion passed unanimously.***

C. Planning and Zoning

1. Zoning Administrator Report

Kohnen presented slides of Loretto Towing showing the unlicensed vehicles parked there and the maintenance needing some work. He is working with Attorney Batty and staff on those issues. Kohnen noted Loretto Towing has been sent a letter stating if his area is not cleaned up, their CUP will be brought before the Council.

Kohnen presented information from Wild meadows, stating concern regarding the dying trees. He noted these trees were not planted deep enough. He recommended these problems in Wild Meadows be addressed now.

Brinkman inquired who is responsible for the drainage of the water.

Kohnen stated they did not build according to the original plan. He noted he has had a meeting with Dave Newman to find out how this will be fixed.

Smith asked about the monitoring of the work.

Kohnen stated the City Engineer is provided a plan at different stages of development.

Dillman stated not every low spot is picked up in the surveys.

Smith asked about how to keep these drainage problems from occurring in the future.

Kohnen stated there is a fee for erosion control and a site review before a building permit and before any final approval someone would have to go out and look at the area. He added the City can periodically drive through and look at the areas, but before the final CO is permitted someone will physically have to go out and look at the area.

Lane inquired about any meetings scheduled with Wild Meadows.

Kohnen stated when they see a problem they set up a meeting with Wild Meadows.

Lane inquired if this is a matter between the homeowner and the building contractor.

Cook stated it is the responsibility of developer to get the elevations and bring the information back to the City Engineer. He noted it is the responsibility of the contractor to do the job right. He noted the City then goes into inspect the work. If the work is not correct the contractors need to redo the work.

Lane inquired if the transplanting process of the trees is the City's responsibility.

Smith stated a certain amount of trees are required in those areas. It was noted it was part of the PUD agreement.

Dillman stated he, Adams and Kohnen have a meeting set up next week with Wild Meadows to discuss the tree issue.

Batty stated he has been present at meetings and noted Newman has been responsive to make sure the work has been done correctly.

Cook stated water drainage concerns in some yards was not surprising, because the grading was very flat.

Smith recommended planting rain gardens in the backyards.

Workman noted this was experimental as far as not putting in storm sewers and letting the water drain through the yards.

Smith inquired about Sioux Drive getting cleaned up. She noted Suburban Propane has tanks sitting around that are unusable and inquired if the City could start enforcing the issues. She also noted the area on other side of the road leaves pallets out which are not to be there. She stated ordinances and CUP's should be enforced.

Kohnen stated the gas company does not have a CUP. The City would have to show a nuisance. He noted State Fire Marshal does not have a problem with tanks in their yard.

Workman recommended Kohnen inquiring to the Fire Marshal about the large storage tanks being so close to the tracks.

Smith asked Batty to check into nuisance laws on storage of unusable tanks and pallets.

D. Administration

1. Pioneer-Sarah Creek Watershed Commission Joint Powers Agreement

Adams presented a revised Joint Powers Agreement for the Council's review and consideration of approval.

*Moved by Workman second by Smith to approve the Amended and Restated Joint Powers Agreement establishing the Pioneer-Sarah Creek Watershed Management Commission. **Motion passed unanimously.***

2. City Hall Repairs

Adams noted he would like to discuss the roof issue and inquired if the Council would like to proceed with this for 2004. It was noted if the project is under \$50,000 it is not necessary to advertise for bids, but there must be two competitive bids.

Workman recommended referring this back to the Building Committee.

3. 2004 Budget Work Session

Adams requested to schedule a work session for the end of August. He noted the Council would need to set the preliminary levy by mid-September. Adams also advised the Finance Committee to meet prior to the work session.

Lane inquired if the Finance Committee should meet after the work session. Workman recommended the Finance Committee meeting first.

Staff was directed to set up a budget work session for Tuesday, August 26th at 6:30 p.m. and to schedule a Finance Committee meet prior to the work session.

VIII. APPROVAL TO PAY BILLS

*Moved by Workman, seconded by Smith, to approve the bills, order check numbers 25430-25484 for \$131,336.26, and payroll check numbers 18231-18247 for \$21,184.47. **Motion passed unanimously.***

IX. EXECUTIVE SESSION FOR POTENTIAL LITIGATION -Removed from agenda.

X. ADJOURN

*Moved by Smith, seconded by Workman to adjourn the meeting at 9:10 p.m. **Motion passed unanimously.***

Jim Lane, Acting Mayor

Attest:

Chad M. Adams, City Administrator