

MEDINA CITY COUNCIL MEETING MINUTES OF SEPTEMBER 16, 2003

The City Council of Medina, Minnesota met in regular session on September 16, 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: City Attorney Ron Batty, Public Works Director Jim Dillman, City Engineer Tom Kellogg, Planning and Zoning Administrator Loren Kohnen, City Administrator Chad Adams, and Recording Secretary Jennifer Hennes.

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO THE AGENDA

It was requested to add item D to the Consent Agenda.

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

IV. APPROVAL

A. Approval of the August 26, 2003 Special Council Meeting Minutes

*Moved by Smith, seconded by Lane, to approve the August 26, 2003 Special Council meeting minutes as presented. **Motion passed unanimously.***

B. Approval of the September 2, 2003 Regular Council Meeting Minutes

*Moved by Smith, seconded by Lane, to approve the September 2, 2003 Regular City Council Meeting Minutes as presented. **Motion passed unanimously.***

V. PRESENTATIONS

A. Horse Management Practices

Adams presented a draft of "Keeping Horses in Medina" resource guide to the City Council for their review. He noted the committee met this morning to discuss the education plan and budget. He stated the committee is also seeking Council input pertaining to the Executive Summary and reference material in the resource guide.

Cincy Piper presented the revised Executive Summary of the Medina Horse Management Practices. She asked the Council to vote in support of the summary so they may move forward. It was noted the committee would like to bring in a national speaker to a meeting with horse people to talk on these issues with a focus on water quality. Piper presented information from the reference guide that was given to the members of the City Council.

Mayor Zietlow noted they have done a great job so far. He recommended putting information in the reference guide as to why these changes are being made. He suggested each section should have an executive summary. He presented his suggested changes to the rest of the reference guide and recommended an annual report to come to the City Council.

Piper stated her concern on the timeline for getting this information out. Piper and Smith will get together to update the reference guide and meet up with Zietlow for review.

Brinkman and Lane concurred.

*Motion by Smith, seconded by Brinkman to approve the Executive Summary for the Medina Horse Association Reference Guide. **Motion passed unanimously.***

Smith presented the proposed budget for the Horse Management Practices. She noted there is a grant that is available and she would like to put forward the preliminary application.

*Motion by Brinkman, seconded by Smith to move forward with the proposed budget of \$10,000 with monies of \$3,000.00 to be forwarded to the Medina Horse Association from the City of Medina. **Motion passed unanimously.***

VI. CONSENT AGENDA

- A. Approve Public Works Snow Removal Policy**
- B. Set Special Meeting for Saturday, September 27 at 9:00 a.m. – Uptown Hamel Tour**
- C. Approve Extension of Resolution No. 02-52 – Ace Properties, LLC building site**

Adams asked to add item D to the consent agenda. Approval for the Orono Hockey Booster raffle.

It was noted to remove item B from the consent agenda.

*Moved by Lane, seconded by Brinkman, to approve the consent agenda items a, c, and d. **Motion passed unanimously.***

It was noted Brinkman, Lane and Adams would be unavailable to attend the September 27th meeting. Attorney Batty stated with only two Council members attending the planning commission meeting it would not act as a Council meeting.

VII. COMMENTS

A. Comments from Citizens on items no on the Agenda

There were none

B. Park Commission

Adams noted they would be meeting tomorrow and talking about the park improvement plan and budget.

C. Planning Commission

Kohnen stated there are two items on the agenda for October.

VIII. BUSINESS

A. Planning and Zoning

1. Conditional Use Permit revocation for Mothers Motors/Loretto Towing – Public Hearing

Opened public hearing at 8:18 p.m.

Kohnen stated they have had a meeting with Mothers Motors and they stated they will be doing cleaning behind the building and the vehicles that have been sitting will be moved within 30 days.

Batty stated Kohnen had not been getting a response from the property owner. They were finally available to meet this morning and he feels they have come up with a good house keeping plan.

*Motion by Lane, seconded by Brinkman to table this matter until October 21st. **Motion passed unanimously.***

Mayor Zietlow closed the public hearing at 8:21 p.m.

2. Highway 12/CSAH 29 Intersection Plan

Adams presented an intersection plan for Highway 12/CSAH 29. He noted Richard Krier, who represents the City of Maple Plain planning, requested to meet with Staff a few weeks ago to hear his comments on the turn lanes, trail, etc. regarding the intersection plan. He noted Maple Plain is seeking a resolution/motion to support the intersection plan from the Council. Adams stated he has discussed the item with Jim Dillman and Ed Belland.

Krier stated the trail is on the Medina side because it will link with the Baker Park Reserve trails and noted the proposed trail is in the Hennepin County right of way. He noted the west side of the road would eventually have a sidewalk system. He stated the developer would pay for the trail as necessary. He noted there is not a warrant for a light at this intersection at this time and a small berm would be constructed between the proposed Home Depot and Medina residents along CSAH 29.

It was noted construction would not start until the stoplight is put up on 29. Suggestion was made to continue this for a few weeks so Staff can concur with business and property owners in this area.

*Motion by Lane, seconded by Smith to table this discussion until the City Council meeting of October 7th. **Motion passed unanimously.***

Smith recommended providing Maple Plain with a copy of the City's lighting ordinance.

3. Preliminary and Final Plat approval for CBR Development

Kohnen presented a memo from Sandie Larson regarding re-platting 7 lots in the Independence Beach area to 3 lots. It was noted the Planning Commission recommends approval of this application with five conditions. Staff is seeking Council direction to prepare the resolutions for preliminary and final plat approval. He noted there are no existing easements.

Staff recommends approval of this proposal as submitted with suggested conditions.

*Motion by Smith, seconded by Brinkman to authorize preparation of a final plat resolution. **Motion passed unanimously.***

4. Preliminary and Final Plat approval for Zilverberg lot line combination

Kohnen stated Zilverberg would like to add an addition to his garage at 820 Navajo Road. To do so without needing a variance, the lots need to be combined into one lot. It was noted the Planning Commission recommends approval of this re-plat as recommended by Staff. Staff recommends that both preliminary and final approval be granted with the contingent that the final plat is reviewed before the resolutions are signed.

Staff is seeking direction from the City Council to prepare the resolutions for preliminary and final plat approval.

*Moved by Smith seconded by Brinkman to authorize preparation of a final plat resolution. **Motion passed unanimously.***

It was noted the City Council would need to set a public hearing to vacate the drainage and utility easements that exist between the lots.

5. Set Public Hearing date for vacation of drainage and utility easements – Zilverberg lots

Kohnen stated Zilverberg is requesting to combine his two lots into one lot in order to put an addition onto his garage. He stated the City Council would need to set a public hearing to vacate the drainage and utility easements that exist between the lots.

*Moved by Smith seconded by Brinkman to set a public hearing date for the October 7th City Council meeting to vacate the drainage and utility easements. **Motion passed unanimously.***

6. Keller Estates subdivision – sanitary sewer and Willow Dr. / CSAH 6 intersection

Adams stated he met with Dean Johnson the developer, a few of his associates, and Orono staff a few weeks ago to discuss the sanitary sewer and intersection at Willow Drive and CSAH 6. It was noted a previous memo from the City of Orono recommended the installation of a four-way stop sign at the intersection, which the Orono Council approved. He stated the design of the four-way stop sign intersection would accommodate a future traffic signal. He noted Orono staff recently informed the city that a future traffic signal at the intersection would cost an estimated \$800,000, and they were seeking 25% funding from Medina and/or the developer, if Orono is to provide the sanitary sewer to the development.

Staff is seeking Council direction pertaining to the intersection issues.

Lane stated the developer should be providing the cost of the traffic signal at the intersection.

Batty inquired how much of the \$200,000 is the Council going to be asked to pay for. Kellogg stated the north leg is in Orono and Orono is asking for 25% of intersection costs from Medina.

Lane inquired about a development agreement with the developer to put up an escrow for the intersection. He noted his concern was costs were going to continue to go up.

Kellogg stated when he spoke with the developer he stated the \$200,000 is too high.

Smith recommended asking the current residents if they are interested in having a stoplight in that area.

Batty stated during all meetings with the developer regarding this light, Johnson has agreed to pay for this until now.

Discussion was held as to which residents would be polled on the stop light issue.

Dillman noted most of the people he has spoken with on Willow would like to see the stoplight go in. He noted if Medina contributed, the light might be able to be installed sooner. He inquired about scheduling a public information meeting.

*Motion by Lane, seconded by Smith to direct Staff to convey to the developer that the estimated cost is his responsibility. **Motion passed unanimously.***

Zietlow requested traffic count numbers for the intersection. Kellogg will review.

B. Parks

1. Hamel Legion Park Community Building

Adams stated he had not yet received any correspondence from the Hamel Lions on this matter. He noted the Hamel Lions were planning to meet with the project architect to review design alternatives.

Eric Jungels, representative from the Lions, was present at the City Council meeting and stated they are waiting for information back from the architect.

Kellogg noted the City had paid for design costs and when the project stalled the City pulled back. It was noted there is not much left in terms of design on the building.

Smith inquired how much more the building is going to cost. Kellogg stated an additional \$2,000 to \$5,000 would be needed. It was noted the City has already paid \$9,000 to \$10,000.

Jungels stated they are hoping to have bid packages ready early December to be sent out after the holidays.

C. Public Works

1. Sanitary Sewer and Water Feasibility proposal for CSAH 19 and Trunk Highway 55 area

Adams presented a letter from Bonestroo engineering regarding the proposal for TH 55 Infrastructure Study.

Adams stated that Council directed Staff a few meetings ago to check into a feasibility report for the County Road 19 project. The City of Corcoran proposed a 50/50 share with the feasibility costs. The county would fund \$2500.00. Staff is seeking Council comment or direction to proceed with the feasibility study.

Zietlow stated this is a proposal to bring sewer up the 55 corridor. He inquired if this is something the City would like to do at this time.

Smith noted this would be a more permanent fix.

It was inquired as to why Corcoran isn't willing to pay more for this study since Medina is not in need of this study at this time. It was noted this report would include the four properties in Medina.

Council directed Staff to let Corcoran know the City is not in need of this feasibility report at this time.

2. Hamel Water System

Adams presented memos from Bonestroo Engineering involving a pressure-type water filtration system. It was noted Bonestroo and Public Works Director Jim Dillman do not see any other feasible alternatives between the radium removal and full water treatment plant options. Staff is seeking Council comment and direction to distribute information as part of conducting public "town hall" meetings in order to educate and receive feedback from the Hamel Water System residents pertaining to the different options. Adams noted in addition, the Council has expressed interest in distributing a survey. Adams also stated he is seeking discussion on the possibility of conducting a more comprehensive water system study for other areas of Medina, because a decision to construct a water treatment plant now will affect future treatment services or needs in other areas of the City.

It was noted a water treatment plant would not fit on the city property without variances.

Adams suggested placing information to put forward in the newsletter for Medina residents pertaining to the options. He recommended possibly holding a work session for further discussions.

Kellogg stated he feels the effort has been concentrated in the Hamel area, he feels maybe the City is ok in the short future. He feels more planning on pipes and capacity in the northwest quadrant may be necessary. He stated he has no cost estimates of a study at this time. He suggests a work session to talk about this in more detail.

Council directed staff to set up information session meetings with system residents.

It was noted a survey should be distributed as a more formal analysis. It was noted the residents should understand what the water treatment would be.

D. Administration

1. Lake Independence Water Quality correspondence

Lane stated he is making a request for this exchange of correspondence to be formally filed with the City.

Smith noted the areas of water quality that need to be worked on.

It was noted the meeting on the 25th for the Sarah Creek Watershed has Medina on their agenda. It was noted John Barten would be at that meeting to ask questions regarding the studies.

VIII. APPROVAL TO PAY BILLS

*Moved by Lane, seconded by Brinkman, to approve the bills, order check numbers 25607-25670 for \$190,320.95 and payroll check numbers 18287-18308 for \$21,900.02. **Motion passed unanimously.***

IX. ADJOURN

*Moved by Smith, seconded by Brinkman to adjourn the meeting at 10:04 p.m. **Motion passed unanimously.***

Phillip K. Zietlow, Mayor

Attest:

Chad M. Adams, City Administrator