

**MAHTOMEDI CITY COUNCIL
MINUTES
JANUARY 19, 2021**

Mayor Jud Marshall convened the regular City Council meeting at 7:00 p.m. with Council members: Richard Brainerd, Jeff Ledermann, and Jane Schneeweis in attendance. City Administrator Scott Neilson, City Attorney Bridget Nason, City Engineers John Sachi and Nick Guilliams, City Planner Hannah Rybak, Public Works Director Bob Goebel, Finance Director Scott Schaefer, Fire Chief Terry Fischer, and City Clerk Jerene Rogers were also in attendance. City Council member Wolgamot was absent with prior notice.

CONSIDER APPROVAL OF AGENDA

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve the agenda as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None

CONSIDER APPROVAL OF THE JANUARY 5, 2021 CITY COUNCIL MEETING MINUTES

City Council member Ledermann moved and City Council member Schneeweis seconded the motion to approve the January 5, 2021 minutes as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

4. **PRESENTATIONS-None**
5. **DISCUSSION FROM THE AUDIENCE - None**
6. **CONSENT AGENDA**

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve the consent agenda as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None

- 6a. **APPROVAL –Request for Authorization to Provide Support Services for Completion of the MS4 Part II Application for Reauthorization.**

Staff requested and received approval for WSB to provide support services to complete the MS4 Part II Application for Reauthorization. The fee for this service is \$8,228.00.

- 6b. **APPROVAL – Acknowledge Completion of Probationary Period for Paid On-Call Firefighter/EMT Aurelia Williams.**

Fire Chief Fischer asked and received permission to change the job status of Aurelia Williams from probationary paid on-call Firefighter/EMT to paid on-call Firefighter/EMT.

- 6c. **APPROVAL – Accept Wetlands Classification Report.**

The updated Wetlands Classification Report was approved. This purpose of the report was to classify all wetlands to be consistent with the watershed district and MNRAM standards for wetland classes.

7. **PUBLIC HEARINGS – CONSIDER APPROVAL – Resolution Ordering Public Improvement Project 2021 Street Improvement Project, Authorizing Preparation of Final Plans and Specifications, Authorizing the Advertisement for Bids, and Authorizing Preparation of Preliminary Proposed Assessment Roll for Pending Assessment Reporting Purposes.**

City Engineer Nick Guilliams presented the 2021 Street Improvement Project. He said this project will mostly be mill and overlays with a few spot utility repairs. He stated WSB held two neighborhood meetings last week by Zoom and had 15 participants. The cost of the project is estimated at \$1,254,000, with special assessments making up \$624,000 of that amount. He said if the bids for the project come in a lower than expected amounts they may be able to add additional streets to this project. He said if that happens a separate notice will be sent to affected property owners and the City will hold another public hearing.

City Council member Brainerd asked if this project will be completed this year.

City Engineer John Sachi said the bids included a condition that states the pavement must be restored within 14 days of removal. So yes, this project will be completed this year.

Mayor Jud Marshall opened the public hearing at 7:24 p.m.

Kate Delessio, 872 Woodland Court asked why the townhomes near her are not being assessed when they have access to the road.

City Engineer Guilliams said the properties fronting the street are assessed. This is set by City Policy.

City Engineer Sachi said those properties that are on a single PID number will be assessed as a single unit, by square footage.

Carol Miller, 420 Elsie Inn wanted to be assured that the project will be done on a timely basis.

City Engineer Sachi said it will be done timely.

Kate Delessio, 872 Woodland Court asked how residents will be notified of the project.

City Engineer Guilliams said they will ask for email addresses to email updates and also newsletter will be sent out.

Dick Kuehn, 145 Wedgewood Drive asked if the streets would be widen and why are only the residents facing Wedgewood assessed.

City Engineer Sachi said the streets will remain the same width and the properties only directly impacted are assessed per the City's assessment policy.

Megan Reitan, 122 Forest Avenue asked about the parking on Forest Avenue. She would like the City to look at the issues regarding the parking from Roma customers.

7. PUBLIC HEARINGS – Continued

City Engineer Sachi said he and Public Works Director Bob Goebel will look at this issue.

Hearing no further public commentary, Mayor Marshall closed the public hearing at 7:42 p.m.

City Council member Brainerd moved and City Council member Ledermann seconded the motion to approve Resolution 2021-01 a Resolution Ordering Public Improvement Project 2021 Street Improvement Project, Authorizing Preparation of Final Plans and Specifications, Authorizing the Advertisement for Bids, and Authorizing Preparation of Preliminary Proposed Assessment Roll for Pending Assessment Reporting Purposes. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

8. STAFF REPORTS

8a. CONSIDER APPROVAL-Ordinance Amending Mahtomedi City Code Chapter 12, Section 12.04 Related to Diseased and Nuisance Trees.

City Forester Steve Schumacher said he worked with the Environmental Commission to update the City's tree ordinance related to diseased and nuisance trees. The City Council is asked to approve the updates provided to the City Council in the agenda document.

Environmental Commission member Kevin Toskey added the Commission feels these changes are necessary and will add some teeth to the ordinance.

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve an Ordinance Amending Mahtomedi City Code Chapter 12, Section 12.04 Related to Diseased and Nuisance Trees with term ceratocystis fagacerarum be changed to bretziella fagacerarum. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

8b. CONSIDER APPROVAL – Request from Mike and Lynn Bjork for a variance in order to allow for a reduction in the rear yard setback requirement for the purpose of constructing a screen porch at 881 Deer Oak Run and described as PID 20.030.21.44.0066.

City Administrator Scott Neilson said the applicants Mike and Lynn Bjork are requesting a variance to allow for a reduction in the rear year setback for their property at 881 Deer Oak Run to construct a screen porch.

City Planner Hannah Rybak said the applicants are requesting a variance to construct a screen porch off the back of their home. She said a deck was removed from the area where the porch is proposed in early 2020, because a porch is considered part of the principle structure, it is subject to principle structure setbacks. The request is for 3' 4" from the minimum rear yard setback of 40'. She said all of the abutting property owners support this project and the Planning Commission recommended approval by a vote of 7-0.

8. STAFF REPORTS – Continued

City Council member Brainerd stated the City Planner did a nice job piecing together this item.

City Council member Schneeweis was impressed with all of the materials supplied for this request.

City Council member Ledermann asked the applicants why they couldn't build a smaller screen porch.

Mike Bjork, applicant said it would be a 20% reduction in size and with a family of 6 they would like the usable space.

City Council member Brainerd moved and City Council member Ledermann seconded the motion to approve Resolution 2021-02 a Resolution Approving a Variance for a Reduction in the Required Rear Yard Setback for the Purpose of Constructing a Porch Addition on the Property Located at 881 Deer Oak Run, PID 20.030.21.44.0066. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

8c. CONSIDER APPROVAL – Amendment to Section 11.01, Subd. 10.4 to alter the screening requirements that are imposed on trash containers that the public has access to.

City Planner Rybak said the City intends to offer an organics recycling station to the public and currently the screening of trash container requirements apply to all land uses throughout the City, except single and two-family residences. She stated public uses are not exempt in the Ordinance. These screening requirements are not practical for a trash container that is intended to be accessed by the general public and the City does not want to violate its own ordinance. She said the amendment to the ordinance will allow the City to offer this service.

City Council member Ledermann moved and City Council member Schneeweis seconded the motion to approve Ordinance 2021-01 an Ordinance Amending Chapter 11, Section 11.01, Subdivision 10.4(B)(4) Related to the Screening of Trash Containers. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

8d. CONSIDER APPROVAL – Resolution Authorizing a one-time Waiver of On-Sale Liquor License Fees Due to COVID-19 Health Pandemic.

City Administrator Neilson stated the holders of on-sale liquor licenses have been severely impacted by restrictions that have been imposed in order to protect the health, safety, and welfare of the public in response to the pandemic. It is recommended that the City Council waive the 2021 on-sale liquor license fees to existing license holders.

City Council member Schneeweis moved and City Council member Brainerd seconded the motion to approve Resolution 2021-03 a Resolution Authorizing a One-Time Waiver of On-Sale Liquor License Fees Due to COVID-19 Health Pandemic with the following amendment: 1. The on-sale liquor license fees for *existing* holders of on-sale intoxicating or other on-sale liquor license are hereby waived for 2021, and any fees previously paid by license holders to the City of Mahtomedi shall be refunded. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

8e. CONSIDER APPROVAL - Bill List

City Council member Ledermann moved and City Council member Schneeweis seconded the motion to approve the bills as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis. Nay: None.

9. REPORT FROM CITY ADMINISTRATOR

City Administrator Neilson said there will be a joint meeting with Washington County on February 16th at 5:30 p.m. to discuss the County Road 12/Highway 244 turn back.

10. COMMENTS FROM THE CITY COUNCIL

The City Council members collectively wish Council member Wolgamot well and expressed that their thoughts and prayers are with him and his family.

City Council member Brainerd requested scheduling a Closed Session to discuss the City Administrator's annual review on Tuesday, February 2, 2021 at 6:00 pm. City Council members Ledermann, Marshall and Schneeweis all agreed to this request. City Clerk Jerene Rogers will prepare the agenda and schedule the zoom meeting.

11. CLOSED SESSION - None

12. ADJOURNMENT

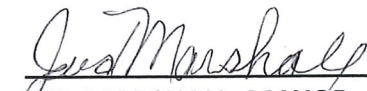
City Council member Brainerd moved and City Council member Ledermann seconded the motion to adjourn the meeting at 8:32 p.m. The motion was unanimously approved.

ATTESTED:



JERENE ROGERS, CITY CLERK

APPROVED:



JUD MARSHALL, MAYOR