

**MAHTOMEDI CITY COUNCIL
MINUTES
MARCH 6, 2018**

Mayor Jud Marshall convened the regular City Council meeting at 7:00 p.m. with Council members Timothy Deans, Jeff Ledermann and Steve Wolgamot in attendance. Council member Richard Brainerd was absent with prior notice. City Administrator Scott Neilson, City Attorney Jay Karlovich, City Engineers John Sachi and Nick Guilliams, Public Works Director Bob Goebel and City Clerk Mary Solie were also in attendance.

CONSIDER APPROVAL OF AGENDA

Council member Deans moved and Council member Wolgamot seconded the motion to approve the agenda as presented. The motion was unanimously approved.

CONSIDER APPROVAL OF CITY COUNCIL MEETING MINUTES

Council member Ledermann moved and Council member Deans seconded the motion to approve the minutes as presented. The motion was unanimously approved.

4. PRESENTATIONS-None

5. DISCUSSION FROM THE AUDIENCE

Tom Collins, 117 Edgecumbe Drive, thanked staff for moving ahead with the Edgecumbe project and also said he had concerns with water quality.

Chester Sievert, 103 Edgecumbe Drive, said he was not aware of this project, but glad to see it done. He said he doesn't want to see structures when he looks out his front door.

6. CONSENT AGENDA

Council member Deans moved and Council member Wolgamot seconded the motion to approve the Consent Agenda as presented. The motion was unanimously approved.

a. APPROVAL-Permission to Advertise for Seasonal Workers.

Public Works requested and received Council approval to advertise for up to 3 public works seasonal employees.

b. APPROVAL-One Day Off-Site Gambling Permit-for Bayport American Legion, at Dugout Bar, 96 Mahtomedi Avenue on March 11, 2018.

An application was approved for a 1-day, off-site gambling permit received from the Bayport American Legion to hold a Coach Purse Bingo at the Dugout Bar, 96 Mahtomedi Avenue, on March 11, 2018.

6. CONSENT AGENDA-Continued.

c. APPROVAL-Proposal from CivicPlus for Website Design Services.

City staff recommended redesign and enhancement of the City's website. The current website is outdated. A proposal from CivicPlus for Website Design Services was approved. The cost for this is \$18,650 plus the annual maintenance fee which is \$3,900. It is recommended the City split this cost over four years which equates to \$7,588 annually. This will be charged to the Communications account line item.

d. APPROVAL-Schedule City Council Work Session for March 20, 2018 at 5:30 p.m.to interview Applicants for Advisory Commissions.

A work session was scheduled for March 20, 2018 at 5:30 p.m. to interview applicants for the Advisory Commissions.

e. APPROVAL-Agreement to Perform Home Energy Squad Install and Enhanced Visits.

An agreement between the City and the Center for Energy Environment for the City to contribute toward Home Energy Audits was approved. The Environmental Commission reviewed this matter and recommended the City contribute 50% toward the audits not to exceed \$50.00. The Home Energy Audits are part of the Partners in Energy Action Plan developed by members of the community.

f. APPROVAL-Change Order for Phase 2 Historic District Improvements.

A construction change order in the amount of \$13,494.00 for Phase 2 Historic District Improvements was approved.

g. APPROVAL-Construction Pay Voucher No. 14 and Final in the amount of \$160,546.72 for T.A. Schifsky and Sons, Inc. for Phase 2 Historic District Improvements.

Construction Pay Voucher No. 14 and Final in the amount of \$160,546.72 for Phase 2 Historic District Improvements for T.A. Schifsky was approved.

6. CONSENT AGENDA-Continued.

h. APPROVAL-Consider Bids and Award Contract for 2018 Sewer Lining Project to Insituform Technologies USA, LLC in the amount of \$137,442.20.

Bids were received on Tuesday, February 27, 2018, and were opened and read aloud. Six bids were received. The low bidder was Insituform Technologies USA, LLC with a grand total bid in the amount of \$137,442.20. City engineering staff recommended awarding a contract in the amount of \$137,442.20 to Insituform Technologies USA, LLC.

i. APPROVAL-Consider Bids and Award Contract for Phase 3 – Historic District Improvements and Edgcombe Drive Storm Drainage Improvements to Kuechle Underground, Inc. in the amount of \$2,018,498.02.

Bids were received on Friday, February 23, 2018, and were opened and read aloud. Four bids were received. The low bidder was Kuechle Underground, Inc. with a total base bid in the amount of \$2,018,498.02. City engineering staff recommended awarding a contract in the amount of \$2,018,498.02 to Kuechle Underground, Inc.

j. APPROVAL-Hiring of Probationary Paid On Call Firefighter/EMT's.

Fire Chief Fischer recommended the hiring of two Probationary Paid On Call Firefighter/EMT's. The candidates are James Syvertson and Jacob Kosteki. Both are paramedic students at Century College. The hiring is contingent on successfully completing the psychological assessment, background check, and physical assessments.

7. PUBLIC HEARINGS-None

8. STAFF REPORTS

8a. CONSIDER APPROVAL-Receive Petition and Authorize Feasibility Report for Bevins/Bichner/Talahi Utilities.

City Engineer Sachi said the City received a petition from several property owners in the South Warner area requesting extension of utilities. The petition meets the statutory requirement for being a valid petition under Minnesota Statute 429.

The project has not been identified in the 2018-2022 Capital Improvement Plan.

The requested extension of utilities would likely be along Bevins Lane, Bichner Lane and Talahi Drive. WSB would begin by analyzing the studies that were done in 2014, 2004 and 1995 for serving utilities in this area, which were similar to this petition request. This petition seems to have the support of several property owners. In addition to those

8a. Continued.

that signed the petition, Staff is aware that two other properties (118 Bichner Lane and 144 Talahi Drive) have already expressed an interest in City sewer being extended to serve their property, but did not sign the petition.

The feasibility report will analyze the most efficient and cost effective route for the utilities to serve this petitioned area and other pertinent issues associated with these utility improvements. The existing sewer at the end of Warner Way does appear to have adequate depth to serve all the petitioned properties. The properties along Talahi Drive are already served by City water but not City sewer. The report will recommend the appropriate course of action regarding these improvement issues including estimated costs, proposed assessments and timelines.

Council member Deans moved and Council member Wolgamot seconded the motion to approve Resolution No. 2018-08 Authorizing the Preparation of a Feasibility Report for Bevins Lane, Bichner Lane, Talahi Drive and Warner Avenue S. Relating to the Extension of Utilities. The motion was approved.

8b. DISCUSSION AND DIRECTION-Residential Curbside Recycling Contract.

City Administrator Neilson said the current five year curbside single sort recycling contract with Waste Management expires on April 30, 2018.

He said if the Council wishes to solicit RFP's from haulers, the process could take several months. It was recommended to have a committee comprised of city staff, a few Environmental Commission members and/or a City Council member (s) to assist with the development of the RFP and evaluation of the proposals.

The Environmental Commission discussed the recycling contract at their February meeting with the possibility that residential organic materials curbside pickup be evaluated. Since this service would be new to City residents, the City may want to discuss ways to find out if there is support for organic material pickup as part of an educational program.

The Commission also discussed extending the current agreement with Waste Management beyond the April 30, 2018 expiration date in order to have time to carry out the RFP process.

Council member Wolgamot said he would like to defer to the Environmental Commission for the RFP to include organic recycling. He is also in support of extending the recycling contract.

8b. Continued.

Council member Ledermann said he is very supportive of an RFP and would also support extending the contract.

There was general consensus to extend the current recycling contract and to do an RFP which may include organic material curbside pickup.

8c. CONSIDER APPROVAL-Bill List

Council member Wolgamot moved and Council member Ledermann seconded the motion to approve the bills as presented. The motion was unanimously approved.

9. REPORT FROM THE CITY ADMINISTRATOR

Administrator Neilson said there will be a City Council Goal Planning Session on April 12th.

He said the City received a \$50,000 grant from Rice Creek for the Phase 3 Project.

10. COMMENTS FROM THE CITY COUNCIL

There were no comments from the Council.

11. CLOSED SESSION – None Scheduled

12. ADJOURNMENT

Council member Ledermann moved and Council member Deans seconded the motion to adjourn the meeting at 7:45 p.m. The motion was unanimously approved.

ATTESTED:

APPROVED:

MARY SOLIE, CITY CLERK

JUD MARSHALL, MAYOR