

**MAHTOMEDI CITY COUNCIL
MINUTES
JUNE 19, 2018**

Mayor Jud Marshall convened the regular City Council meeting at 7:00 p.m. with Council members Timothy Deans, Richard Brainerd and Steve Wolgamot in attendance. Council member Jeff Ledermann arrived at 7:08 p.m. City Administrator Scott Neilson, City Engineer John Sachi, City Planner Erin Perdu, Public Works Director Bob Goebel and Account Clerk Jerene Rogers were also in attendance.

CONSIDER APPROVAL OF AGENDA

City Administrator Scott Neilson stated he would like to add an item to the Consent Agenda. The item to be added is item k Approval-Letter of Support for Washington County's Application for the Proposed CSAH 12 Multiuse Trail Improvements in the 2018 Regional Solicitation Program. Council member Wolgamot moved and Council member Brainerd seconded the motion to approve the agenda as amended. The motion was unanimously approved.

CONSIDER APPROVAL OF THE JUNE 5, 2018 CITY COUNCIL WORKSHOP AND JUNE 5, 2018 REGULAR CITY COUNCIL MEETING MINUTES

Council member Deans moved and Council member Wolgamot seconded the motion to approve the June 5, 2018 City Council Workshop and June 5, 2018 regular City Council meeting minutes as presented. The motion was unanimously approved.

4. PRESENTATIONS-Newtrax Senior Transportation

Mike Greenbaum and Scott Olson presented the Council with information regarding Newtrax Senior Transportation. This program is designed to transport senior citizens and other vulnerable adults to several different locations in White Bear Lake, Vadnais Heights and Mahtomedi. This program is a non-profit transportation company. They have 45 handicap accessible busses for needs in communities. They are asking for an annual contribution from the City of Mahtomedi of \$3,000-\$4,000, so they can add a North Loop to their route.

5. DISCUSSION FROM THE AUDIENCE – None

6. CONSENT AGENDA

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

a. APPROVAL-Cancel July 3, 2018 City Council meeting.

6. CONSENT AGENDA-Continued.

City staff received approval to cancel the July 3, 2018 City Council meeting.

b. APPROVAL-Seasonal Market Park Use License Agreement Between the City of Mahtomedi and Mahtomedi Community Builders for Farmer's Market at Veteran's Memorial Park.

A Seasonal Market Park Use License Agreement between the City of Mahtomedi and Mahtomedi Community Builders for Farmer's Market at Veteran's Memorial Park was approved.

c. APPROVAL- Election Judges for August 14, 2018 Primary Election and the November 6, 2018 General Election.

The roster of election judges for the August 14, 2018 Primary Election and November 6, 2018 General Election was approved.

d. APPROVAL- Extension Agreement Between and Among Members of the Ramsey/Washington Suburban Cable Commission and Comcast of Minnesota.

An extension agreement between and among members of the Ramsey/Washington Suburban Cable Commission and Comcast of Minnesota was approved. The extension will push the expiration date of the current Franchise agreement with Comcast from November 1, 2018 to March 31, 2019.

e. APPROVAL- Construction Pay Voucher No. 1 in the amount of \$144,996.86 for Douglas-Kerr Underground, LLC for the Hickory Street Improvements.

Construction Pay Voucher No. 1 in the amount of \$144,996.86 for Douglas-Kerr Underground, LLC for the Hickory Street Improvements was approved.

f. APPROVAL- Change Order No. 1 for Quail Street Utility Extensions.

Change Order No. 1 in the amount of \$21,493.50 for the Quail Street Utility Extension was approved. Work in this change order includes the removal and replacement of existing sanitary sewer force main on Tamarack.

g. APPROVAL- Construction Pay Voucher No. 1 in the amount of \$300,899.04 for T.A. Schifsky & Sons for the Briarwood Area Improvements and Quail Street Extension.

6. CONSENT AGENDA-Continued.

Construction Pay Voucher No. 1 in the amount of \$300,899.04 for T.A. Schifsky & Sons for the Briarwood Area Improvements and Quail Street Utility Extension was approved.

h. APPROVAL- Construction Pay Voucher No. 1 in the amount of \$411,265.65 for Kuechle Underground, Inc for Phase 3 Historic District Improvements and Edgcumbe Drive Storm Drainage Improvements.

Construction Pay Voucher No. 1 in the amount of \$411,265.65 for Kuechle Underground, Inc. for the Historic District Phase 3 Improvements and Edgcumbe Drive Storm Drainage Improvements was approved.

i. APPROVAL- Resolution Receiving Feasibility Study, Calling for a Public Improvements Hearing Concerning Echo Lake Improvements, and Authorizing Plans and Specifications.

City staff received approval to hold a Supplementary Public Improvement Hearing for the Echo Lake Street Project on July 17, 2018 to address 8 parcels in the project area that were originally going to be assessed differently than the remainder of the parcels in the project.

j. APPROVAL- Resolution Reauthorizing Membership in the 4M Fund.

City staff received approval to continue to utilize investment and cash services with the 4M Fund. The reauthorization will provide the ability for the City to use the 4M Fixed Rate program for management of the 2018 Bond proceeds.

7. PUBLIC HEARINGS-None

8. STAFF REPORTS

8a. CONSIDER APPROVAL-Request from Kay Ellingwood, 76 Birch Street, for a Minor Subdivision in order to combine and divide the properties described as PID 29.030.21.24..0100 and 29.030.21.24.0101 (located on Birch Street) into two lots, and variances from the minimum lot width and area requirements.

City Planner Erin Perdu said the applicant is requesting a minor subdivision and lot combination for the purpose of combining two existing parcels and creating two new, buildable lots. She said the two parcels to be divided and combined have a total area of 17,179 square feet. The properties currently have one single family home on the

8a. Continued

westernmost lot. She said both new parcels do not meet the 10,400 square foot area lot minimum. Parcel A has a lot area of 9,191 square feet and parcel B has a lot area of 7,988 square feet. Both new parcels do not meet the minimum lot width of 80 feet. Parcel A has a width of 73.56 feet and parcel B has a width of 66.03 feet.

Engineer John Sachi said the grading plan for Parcel B will be evaluated with the building permit. He said the utility stubs have already been installed for Parcel B. He stated the driveway for Parcel A encroaches onto adjacent property and the right for the driveway should be memorialized or the existing driveway moved so it does not encroach onto the neighboring property. He also said a Waiver of Assessment Appeal agreement should be drafted for assessing Parcel B its fair share for the improvement of Birch Street in the amount of \$5,200.00 for total street reconstruction.

City Council member Brainerd moved, and City Council member Wolgamot seconded the motion to approve Resolution 2018.21 Approving a Minor Subdivision and Variances for the Vacant Property Located at 76 Birch St., and the Unaddressed Property Directly to the East of 76 Birch St., PIDS: 29.030.21.24.0101 and 29.03.21.24.0100. The motion was unanimously approved.

8b. CONSIDER APPROVAL-Request from Dan and Katie Campbell for a conditional use permit to create an accessory dwelling unit at 124 Juniper Street.

City Planner Perdu said the applicants are requesting a Conditional Use Permit to allow for the construction of an Accessory Dwelling Unit (ADU). The ADU will be located in a detached garage located in the southwest corner of the property. The ADU is proposed to be 678 square feet and meets all of the requirements for an accessory structure in the R1-E district.

City Engineer Sachi said gutters should be installed to direct runoff to the north in the grassy area. He said the application has to obtain an easement from the church for access from the south or build garage doors on the east side of the structure and pave vehicular access through pass-through garage. He said the driveway access must be paved. He also stated the ADU would not impact the potential future streetcar trail location.

City Planner Perdu said staff recommends approval of the requested CUP with the following conditions:

- Provide proof of easement through church property OR
- Depict alternate access to the ADU through the pass-through garage including a paved driveway accessing overhead doors on the east side of the accessory

8b. Continued

structure

Either access to the structure must be asphalt, concrete, pavers or other acceptable hard surface material.

Council member Wolgamot asked how many feet are between the pass-through garage and the ADU.

Engineer Sachi said about 150'. He also noted that there is not a concern about pervious coverage on this property.

Katie Campbell, applicant, said if they cannot utilize the church property for access to the accessory structure they would not build it.

Planner Perdu said the Planning Commission recommend approval with the conditions listed above.

Council member Brainerd moved, and Council member Deans seconded the motion to approve Resolution 2018.20 Approving a Conditional Use Permit for an Accessory Dwelling Unit on the Property located at 124 Juniper Street., PID 20.030.21.34.0116. The motion was unanimously approved.

8c. CONSIDER APPROVAL-Rezone properties generally located in the Quail Street and Briarwood Avenue area from RR-Rural Residential to R1-C Low Density Residential.

Planner Perdu stated that back in March there were several parcels that were inadvertently missed in the rezoning process. She said they are being brought back to the council now through the same process as the other parcels. These parcels are in the Quail Street Area and are currently zoned RR-Rural Residential. Utilities have been extended to several properties in this area and the City has initiated a rezoning to R1-C Single Family.

City Council member Wolgamot moved and City Council member Deans seconded the motion to approve Ordinance 2018-04 Amending Chapter 11, Section 11.01, 5., B., of the Zoning Code Relating to Zoning Maps. The motion was unanimously approved.

8d. CONSIDER APPROVAL-Bill List

Council member Brainerd moved, and Council member Deans seconded the motion to approve the bills as presented. The motion was unanimously approved.

9. REPORT FROM THE CITY ADMINISTRATOR

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City Administrator Neilson said the City will receive \$1.4m from the State for the Lake Links Trail. He said the Council should meet to discuss an approved route for the trail. He said WSB will present a proposal for the survey, wetlands and soil borings, but the Council has to find a route and act formally as the City Council.

Engineer Sachi provided an update on the current projects in the City of Mahtomedi.

10. COMMENTS FROM THE CITY COUNCIL

None

11. CLOSED SESSION – None Scheduled

12. ADJOURNMENT

Council member Brainerd moved and Council member Wolgamot seconded the motion to adjourn the meeting at 8:55 p.m. The motion was unanimously approved.

ATTESTED:

APPROVED:

JERENE ROGERS, ACCOUNT CLERK

JUD MARSHALL, MAYOR