

**MAHTOMEDI CITY COUNCIL
MINUTES
AUGUST 18, 2020**

Mayor Jud Marshall convened the regular City Council meeting telephonically at 7:00 p.m. with Council members: Richard Brainerd, Jeff Ledermann, Jane Schneeweis, and Steve Wolgamot in attendance. City Administrator Scott Neilson, City Attorney Bridget Nason, City Engineers John Sachi and Nick Guilliams, City Planner Erin Perdu, Public Works Director Bob Goebel, Finance Director Scott Schaefer, Fire Chief Terry Fischer, and City Clerk Jerene Rogers attended.

CONSIDER APPROVAL OF AGENDA

City Administrator Neilson amended the agenda to add item 6j. Approving a Resolution Declaring the Sufficiency of Petition and Setting a Public Hearing on the Proposed Vacation of a Street Easement. He also amended the agenda by changing item 8e. to Discussion and Direction relating to the use of city facilities because of COVID-19 and moved the Bill List to Item 8f.

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

CONSIDER APPROVAL OF THE AUGUST 4, 2020 CITY COUNCIL MEETING MINUTES

City Council member Ledermann moved and City Council member Schneeweis seconded the motion to approve the August 4, 2020 City Council meeting minutes as presented. The motion was unanimously approved by roll call vote: Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

4. PRESENTATIONS

5. DISCUSSION FROM THE AUDIENCE

Erin Roche, 581 Eastgate Parkway, said she sent an email to the school board asking to improve the walk and bike routes to the schools. She said they do not feel safe right now walking or biking to school because of the lack of sidewalks. She would like the City to take action to provide safer routes.

Mayor Jud Marshall stated the City has worked with the school board on Safe Routes to School grants.

City Council member Brainerd stated there are many entities involved with the Safe Routes to School program. He suggested having the City Administrator contact the school district to see what is proposed.

City Engineer John Sachi said the City recently applied for a federal grant for this program. He indicated that we should receive notification soon if we will be awarded the grant.

Ms. Roche said there are more programs that will be available this fall.

5. DISCUSSION FROM THE AUDIENCE - Continued

Ian Harding, 24 Bertha Court, said there are several opportunities here to make bike and walking routes safer. He said the City could lower the speed limit. He said there is a list of 50 items that address this issue.

City Council member Brainerd would like this list sent to all the council members.

City Council member Ledermann said it is critical to include the school district and all of the other cities in this discussion. However, he does not want to wait and would like to get this taken care of soon.

6. CONSENT AGENDA

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

6a. APPROVAL – Resolution 2020-51 Approving the Acceptance of Gifts for miscellaneous purchases for the Mahtomedi Fire Department.

Resolution 2020-51 Approving the Acceptance of Gifts for miscellaneous purchases for the Mahtomedi Fire Department was approved. James and Bonita Westberg donated \$100.00 to the fire department.

6b. APPROVAL – Construction Pay Voucher No. 3 for Phase 4-Historic District Improvements in the amount of \$910,535.48 for Geislinger and Sons, Inc.

Construction Pay Voucher No. 3 for Geislinger and Sons, Inc. in the amount of \$910,535.48 for the Historic District Phase 4 Improvement Project was approved.

6c. APPROVAL – Construction Pay Voucher No. 3 for the Birchwood Road/Lost Lake Court Improvement Project in the amount of \$12,661.60 for Meyer Contracting, Inc.

Construction Pay Voucher No. 3 for Meyer Contracting, Inc. in the amount of \$12,661.60 for the Birchwood Road/Lost Lake Court Improvement Project was approved.

6d. APPROVAL — Construction Pay Voucher No. 1 for the Bevins, Bichner, and Talahi Drive Utility Extension Project in the amount of \$171,648.55 for Park Construction Company.

6. CONSENT AGENDA - Continued

Construction Pay Voucher No. 1 for Park Construction Co., in the amount of \$171,648.55 for the Bevins, Bichner, and Talahi Drive Utility Extension Project was approved.

6e. **APPROVAL – Construction Pay Voucher No. 3 for the Dahlia Street Improvement Project in the amount of \$42,456.45 for T.A. Schifsky & Sons, Inc.**

Construction Pay Voucher No. 3 for T. A. Schifsky & Sons, Inc. in the amount of \$42,456.45 for the Dahlia Street Improvement Project was approved.

6f. **APPROVAL – WSB Proposal for Citywide Wetland Inventory.**

The proposal by WSB to provide a citywide wetland inventory was approved. The cost to complete the task is \$18,689.00.

6g. **APPROVAL – Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments for the Dahlia Street Improvement Project.**

Resolution 2020-54 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessments for the Dahlia Street Improvement Project was approved.

6h. **APPROVAL – Resolution Calling for and Ratifying an Assessment Hearing with Respect to the Dahlia Street Improvement Project.**

Resolution 2020-55 Calling for and Ratifying an Assessment Hearing with respect to the Dahlia Street Improvement Project was approved. The Assessment Hearing is scheduled for September 15, 2020.

6i. **APPROVAL – Resolution Modifying the Permitted Hours for Running Pumping Stations/Dewatering Wells Necessary for Completion of Bevins, Bichner, and Talahi Drive Utility Project.**

Resolution 2020-56 Modifying the Permitted Hours for Running Pumping Stations/Dewatering Wells necessary for completion of the Bevins, Bichner, and Talahi Drive Utility Project was approved. This allows for the pumping to operate for 24 hours a day until September 11, 2020.

6j. **APPROVAL – Resolution Declaring the Sufficiency of Petition and Setting a Public Hearing on the Proposed Vacation of a Street Easement.**

Resolution 2020-57 Declaring the Sufficiency of Petition and Setting a Public Hearing on the proposed Vacation of a Street Easement was approved. The petition is seeking to vacate an alley between the houses north of Iris Street and south of Hanson Road. The public hearing will be held on September 15, 2020.

7. PUBLIC HEARINGS - None

8. STAFF REPORTS

8a. CONSIDER APPROVAL – Request from Allen Holcomb on behalf of Holcomb Rev. Trust for a Minor Subdivision to create three (3) lots and three (3) Variances at 182 Bevins Lane and described as PID: 32.030.21.24.0008.

City Planner Erin Perdu said the applicant Allen Holcomb, is requesting a minor subdivision of his property into three single-family lots. The total lot area is 39,152 square feet, and the net lot area, less the wetlands, is 36,894 square feet. There are two areas of wetlands on the property. The larger wetland area sits on the southwest corner of the property. There is currently a single-family home on the property. This home would remain and would sit on Parcel B. Parcels A and C would be developed for single-family homes. She said the City is extending public utilities to this area and recently rezoned it from RR Rural-Residential to R1-C, low density residential. She said the application includes requests for three variances for proposed Parcel A. This lot is impacted by the larger wetland and its frontage is on the cul-de-sac. She explained variances of 2,214 square feet from the minimum required net area of 11,900 square feet, 1.86 feet from the required minimum lot depth of 125 feet in addition, 10 feet from the required front yard setback of 30 feet have been requested.

City Planner Perdu said the applicant provided a tree inventory. The site is considered heavily wooded, so a replanting on one tree for every three trees removed will be required.

City Engineer Sachi said each site plan will be reviewed individually as they come in and sediment and erosion control plans will be reviewed at that time. He said stubs for City sewer and water will be installed for each lot during the utility project that is currently underway. He said appropriate lot line drainage and utility easements descriptions shall be provided to the City. He said the City Attorney will draft the appropriate easement document for recording. He said the applicant will provide the City with a legal description for the ponding area on the southwestern portion of Parcel A over the existing wetland. He said the City Attorney will draft this easement document as well. He stated a permit may be necessary from the Valley Branch Watershed District.

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve Resolution 2020-52 a Resolution Approving a Minor Subdivision at the Property Located at 182 Bevins Lane, PID: 32.030.21.24.0008. The motion passed by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

8. STAFF REPORTS - Continued

8b. **CONSIDER APPROVAL – Request from Rose Urbiha for a Minor Subdivision to create three (3) lots at 175 Bevins and described as PID: 32.030.21.24.0006.**

City Planner Perdu said the applicant Rose Urbiha, is requesting a minor subdivision of her property located at 175 Bevins Lane. The lot area of the subject parcel is 74,358 square feet. There is currently one single-family home on the property. This home is proposed to remain and would sit on proposed Parcel C. There is an existing shed located on proposed Parcel B that will be removed. Parcels A and B would be developed for single-family homes. The City is currently extending public utilities to these parcels. She said the parcel is not considered heavily wooded therefore a replanting of one tree for each tree removed will be required.

City Engineer Sachi said the site plans will be reviewed with each building permit. He said stubs for City sewer and water will be installed for each lot during the utility project that is currently underway. He said the applicant has agreed to grant the City a 20-foot wide watermain easement running along the shared property lines of Parcels A and B, and then west along a portion of the rear property line of Parcel B. The Applicant must work with the City Engineer to provide the proper easement description. The Applicant will provide the City with a legal description for the ponding area on the western edge of Parcel C, over the existing wetland. The City Attorney will draft both of these easement documents.

City Council member Brainerd moved and City Council member Wolgamot seconded the motion to approve Resolution 2020-53 a Resolution Approving a Minor Subdivision at the Property Located at 175 Bevins Lane, PID: 32.030.21.24.0006. The motion passed by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

8c. **CONSIDER APPROVAL – Request from Mike and Shanna Kempe for a Conditional Use Permit to allow for reductions to the front and side yard setback requirements in order to add onto the home at 67 Grove Street and described as PID: 29.030.21.0049.**

City Planner Perdu said at the July 21 City Council meeting, the Council evaluated the request for a Conditional Use Permit to allow a 27.5 foot front setback (where 45 feet is required) and a four foot side setback (where 7 feet is required). There were several concerns raised at the meeting and this item was eventually tabled to allow the applicant to revise the request. She said the applicants submitted a revised plan and photos of the neighborhood. The request is now for a 6-foot side setback and a 29.5 foot front setback. She explained this is a reduction of 2 feet on the side and front setbacks from the originally requested encroachments.

City Council member Schneeweis said she drove down that street again and there is a wide variation of home styles.

8. STAFF REPORTS - Continued

City Council member Brainerd stated the applicant listened to the Council's concerns and submitted new plans.

City Council member Wolgamot said this is a good amendment.

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve Resolution 2020-47 Approving a Conditional Use Permit for Reductions to the Minimum Front and Side Yard Setback Requirements at the Property Located at 67 Grove Street, PID: 29.030.21.21.0049. The motion passed by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

CONSIDER APPROVAL – Appointment of Advisory Commission Members.

The City Council held interviews for applicants for the Advisory Commissions at a work session earlier this evening and the recommendations for the appointments to the Advisory Commissions were brought forward.

Council member Brainerd moved and Council member Ledermann seconded the motion to appoint:

Anna Costello to the Park Commission with a term to expire on March 31, 2023
Peter Merrill to the Environmental Commission with a term to expire March 31, 2022

The motion was passed by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

8e. DISCUSSION AND DIRECTION – USE OF CITY FACILITIES AS A RESULT OF COVID-19.

City Administrator Neilson said the Wildwood Lions Club requested use of Veteran's Memorial Park on October 10, 2020 for Punkinmania. He said they only plan to sell pumpkins. They will not sell food or drink; there will not be any games, petting zoo or fire trucks this year. He is asking the Lion's Club to submit a COVID plan.

City Administrator Neilson requested direction from the Council regarding the public's use of Katherine Abbott Park Shelter. He said the regulations right now would only allow 10 people inside the facility. He indicated that we have reservations through the end of the year.

City Council member Wolgamot suggested the facility remain closed.

City Council members Brainerd and Schneeweis agree with City Council member Wolgamot.

10. COMMENTS FROM THE CITY COUNCIL - Continued

City Council member Ledermann does not feel a new count is warranted. He said we could do simple things to get the deer population under control.

City Council member Brainerd would like public input. He would like to hear from all sides of this issue and to make sure the public is involved.

City Council member Schneeweis said there are on-going issues at Mahtomedi Beach. She said she has received numerous complaints from neighbors of the beach.

City Council member Brainerd said the Washington County Sheriff's Office should be called upon when these issues are occurring.

11. CLOSED SESSION - None

12. ADJOURNMENT

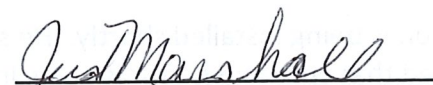
City Council member Brainerd moved and City Council member Ledermann seconded the motion to adjourn the meeting at 9:25 p.m. The motion was unanimously approved by a roll call vote. Yea: Brainerd, Ledermann, Marshall, Wolgamot. Nay: None.

ATTESTED:

APPROVED:



JERENE ROGERS,
CITY CLERK



JUD MARSHALL,
MAYOR

8. STAFF REPORTS - Continued

City Administrator Neilson said the outdoor park shelters could be used with a capacity of 25 people.

8f. CONSIDER APPROVAL – Bill List.

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

9. REPORT FROM CITY ADMINISTRATOR

City Planner Perdu said a work plan was presented last week to the Planning Commission regarding the upcoming zoning work that was discussed at the recent joint City Council/Planning Commission meeting. She indicated that the work is organized into two phases. The first phase will be focused on updates mandated by the Comprehensive Plan and the second phase will be focused on other items related to City Council priorities. She indicated that several work sessions with the Planning Commission will need to take place to complete this task.

City Engineer Nick Guilliams gave an update of the current construction projects. Phase 4 is well underway. Replacement of retaining walls has begun, curb and gutter is going in on Tamarack, Quail and Park and Rose Street. This project should be complete by early October. He said Dahlia Street has only minor restoration work to complete, the rest of the project is complete. Engineer Guilliams said the Bevins, Bichner, and Talahi Drive project is progressing well. He said sanitary sewer and water lines have been installed in Bichner, Talahi and Warner

Road. The lift station is being installed shortly. He said this project could possibly be complete in 6 weeks. He explained that curb and gutter is going in on Birchwood Road this week. He said the grading work will begin for the trail next week.

Public Works Director Bob Goebel said the Hallam Park project is almost finished. He explained that the basketball court will be striped the first week of September and there is some seeding that needs to be completed. He said the equipment should be in this week for Aaron's Playground and they are still planning the community build for August 29.

10. COMMENTS FROM THE CITY COUNCIL

City Council member Ledermann asked where we are regarding the deer population issue.

City Administrator stated we need a new count and then to decide what we want to do from there.