

**MAHTOMEDI CITY COUNCIL
MINUTES
JANUARY 16, 2024**

Mayor Richard Brainerd convened the regular City Council meeting at 7:00 p.m. with City Council members Jeff Charlesworth, Lilly Melander, Luke Schlegel and Jane Schneeweis in attendance. City Administrator Scott Neilson, City Attorney Bridget Nason, City Engineer John Sachi, City Planner Hannah Rybak, Public Works Director Bob Goebel, Fire Chief Terry Fischer, Finance Director Scott Schaefer, and City Clerk Jerene Rogers were also in attendance.

CONSIDER APPROVAL OF AGENDA

City Council member Schneeweis moved and City Council member Schlegel seconded the motion to approve the agenda as presented. The motion was unanimously approved.

CONSIDER APPROVAL OF THE JANUARY 2, 2024 CITY COUNCIL MEETING MINUTES

City Council member Charlesworth moved and City Council member Schlegel seconded the motion to approve the January 2, 2024 meeting minutes as presented. The motion was unanimously approved.

4. PRESENTATIONS – 20 year service award – Scott Neilson

Mayor Brainerd presented City Administrator Scott Neilson with a 20 year Certificate of Appreciation and thanked him for his years of service to the City of Mahtomedi.

5. DISCUSSION FROM THE AUDIENCE

Washington County Deputy Corniea stated there has been an increase in traffic stops and there was one arrest for a no contact order violation. He said other than those items, there isn't much to report.

6. CONSENT AGENDA

City Council member Charlesworth moved and City Council member Melander seconded the motion to approve the consent agenda as presented. The motion was unanimously approved.

6a. APPROVAL – No Parking Resolution for 2024 MSA Streets, Juniper and Dahlia Streets.

Resolution No. 2024-02 a Resolution Restricting Parking on one side of Dahlia Street and both sides of Juniper Street was approved. MNDot requires a resolution be passed restricting parking which will allow for state aid funds to be used for reconstruction of the roadway.

6b. APPROVAL – Resolution Approving Elections Judges for the 2024 Presidential Nomination Primary.

Resolution No. 2024-03 a Resolution Approving Election Judges for the 2024 Elections was approved.

7. PUBLIC HEARINGS-None

8. STAFF REPORTS

8a. **CONSIDER APPROVAL** – Request from Joseph and Karen Bevins for a Minor Subdivision in order to divide a lot into two (2) parcels and two variances at 170 Bevins Lane and described as PID 32.030.21.24.0007.

City Planner Hannah Rybak said the applicants, Joe and Karen Bevins are requesting a minor subdivision of the parcel resulting in two single family residential lots. She said the total lot area is 53,850 square feet. She explained currently there is a single family home on the property that would remain on the proposed Parcel A. She said Parcel B would be developed into a new single family home. She said Parcel A will meet all of the required setbacks with exception of the driveway. She said the property owner will have to relocate the driveway to meet the setbacks. She stated the applicant is asking for two variances for Parcel B. She said the variances, one for lot depth and one for lot width will be required due to the cul-de-sac.

City Engineer John Sachi said the existing home has city utilities, however no services were stubbed in for an additional lot. The property owner will have to run service lines for sewer and water. This expense will entirely be at the property owner's expense. He said the grading plan will be reviewed at the time of a building permit application for the new home. He explained an easement description will be required to be submitted at that time and the City Attorney will draft an easement for the ditch. This will be required because storm water is conveyed over this property from adjacent properties in the existing conditions and that drainage course must be retained. City Engineer Sachi stated an easement will be required to be dedicated over the western lot for the ditch and existing storm water piping. He explained maintenance of the pipe will be the responsibility of the property owner, but the easement will ensure that an appropriate drainage way will remain. He said an additional drainage easement will be required over the wetland on proposed Parcel B as well as drainage and utility easement over the common lot lines and abutting street frontage.

City Council member Schneeweis moved and City Council member Melander seconded the motion to approve Resolution No. 2024.04, a Resolution Approving a Minor Subdivision and Two Variances at the Property Located at 170 Bevins Lake, PID 32.030.21.24.0007. The motion was unanimously approved.

8b. **CONSIDER APPROVAL** – Request School Zone Signage from MnDot by St. Jude's School.

City Engineer Sachi said the City has been working with the Safe Routes to School group as well as the staff at St. Jude's Church to improve pedestrian access to St. Jude's. He explained the SRTS report recommended to try to establish a school speed zone on Mahtomedi Avenue. He said MNDot has reviewed the plan and they require the City to formally request a school speed zone study to be performed. He stated the results of the study will determine if MNDot will allow the City to put signage in the area.

8. STAFF REPORTS - Continued

City Council member Schneeweis moved and City Council member Charlesworth seconded the motion to formally request MNDot perform a School Speed Zone study on TH244 near St. Jude's School. The motion was unanimously approved.

8c. CONSIDER APPROVAL – Safe Routes to School Sidewalk Project (SRTS).

City Engineer Sachi said the City Council directed a SRTS sidewalk project along 72nd Street from Glenmar Avenue to Warner Avenue and along South Warner Avenue from the south entrance to the school to south of Bevins Lane. He explained the City received a grant for 80% of the construction costs related to the project. He noted the 72nd Street portion involves placement of a 6 foot sidewalk directly behind the curb on the south side of 72nd Street. He said the mature trees in that area will be protected by moving the curb about 4 feet along the south side to slightly narrow the street. He explained parking will be prohibited on the south side of the street. He explained the design along Warner Avenue South involves adding curbing along the west side of Warner Avenue and installing a sidewalk directly behind the curbing. He said storm sewer will have to be installed to control drainage along the route. He indicated work will begin after school commences for the year and will be completed before the school year begins in the fall.

City Council member Charlesworth moved and City Council member Melander seconded the motion to approve the sidewalk layouts along 72nd Street from Glenmar Avenue to Warner Avenue and along South Warner Avenue from the south entrance to the school to south of Bevins Lane as presented. These projects are part of the Safe Routes to School project. The motion was unanimously approved.

8d. DISCUSSION – Strategic Priorities for 2024 and 2025.

City Administrator Scott Neilson said the City Council, Department Heads and Consultants held a work session to develop Strategic Priorities for 2024 and 2025. He reviewed the summary of the top five strategic priorities.

8d. CONSIDER APPROVAL-Bill List

City Council member Schneeweis moved and City Council member Schlegel seconded the motion to approve the bills as presented. The motion was unanimously approved.

9. REPORT FROM THE CITY ADMINISTRATOR

City Administrator Neilson said Washington County is looking for an elected official to attend a Long Range Transportation Plan meeting February 8th from 4:00 p.m. – 5:30 p.m. at the Oakdale Library.

Either City Council member Schlegel or City Council member Melander will attend the meeting. They will inform City Administrator Neilson who will be attending so he can RSVP.

10. COMMENTS FROM THE CITY COUNCIL

City Council member Schlegel said he attended the purple line meeting and there are no updates for our area. He stated he also attended the Ramsey/Washington County Cable commission meeting and their new van is being outfitted with equipment right now and will soon be attending events. He also attended a School Board meeting where they discussed the facility phone survey that was recently completed. He encouraged everybody to view the survey on the school district website.

City Council member Schneeweis said she attended the Lake Links Holiday Stroll from the District Ed Center to the covered bridge. She said the event was very well attended.

City Council member Melander reminded everybody about the Winter Skating Party taking place on Sunday, January 21st from noon – 3:00 p.m. at the ice rink behind the District Education Center.

Mayor Brainerd asked if there was any activity on the old Lakeside Club site.

City Planner Rybak said there hasn't been any formal movement.

City Engineer Sachi said the owners have asked to have the easement documents created and then sent for recording. He said they are moving through the requirement of the development agreement.

11. CLOSED SESSION

- a. **Closed Session Pursuant to Minn. Stat. 13D.03, subd. 1(b) to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals with Mahtomedi Professional Firefighters Association IAFF Local 5433 pursuant to Minnesota Statutes Section 179A.01 to 179A.25.**

City Council member Charlesworth made a motion to move into closed session pursuant to Minnesota Statutes, Section 13D.03, subd. 1(b) to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals conducted pursuant to Minnesota Statutes Section 179A.01 to 179A.25, with Mahtomedi Professional Firefighters Association IAFF Local 5433. City Council member Schlegel seconded the motion and the motion unanimously approved at 8:53 p.m.

Mayor Brainerd, City Council members Charlesworth, Melander, Schlegel and Schneeweis, City Administrator Scott Neilson, City Attorney Bridget Nason, Finance Director Scott Schaefer, and City Clerk Jerene Rogers were in attendance for the Closed Session.

City Council member Schlegel moved, and City Council member Schneeweis seconded the motion to reconvene the regular City Council meeting. The motion was unanimously approved at 9:15 p.m.

City Council member Schneeweis moved and City Council member Schlegel seconded the motion

11. CLOSED SESSION - Continued

to approve a Labor Agreement between the City of Mahtomedi and Mahtomedi Professional Firefighters Association, IAFF Local 5433. The motion was unanimously approved.

- b. Closed Session Pursuant to Minn. Stat. Sec. 13D.05, subd. 3(c)(1) to determine the asking price for real property to be sold by the City located on Bevins Lane (Parcel Number 32.030.21.24.0010).

Real Estate Broker James Sanchez informed the City Council that the current listing on Glenmar Avenue is slow going. His hope is when spring arrives there will be more interest for this lot.

City Council member Schneeweis made a motion to move into closed session pursuant to Minn. Stat. Sec. 13D.05, subd. 3(c)(1) to determine the asking price for real property to be sold by the City located on Bevins Lane (Parcel Number 32.030.21.24.0010). City Council member Charlesworth seconded the motion and the motion unanimously approved at 9:19 p.m.

Mayor Brainerd, City Council members Charlesworth, Melander, Schlegel, and Schneeweis, City Administrator Scott Neilson, City Attorney Bridget Nason, City Engineer John Sachi, Public Works Director Bob Goebel, Finance Director Scott Schaefer, Real Estate Broker James Sanchez, and City Clerk Jerene Rogers were in attendance for the Closed Session.

City Council member Schneeweis moved, and City Council member Charlesworth seconded the motion to reconvene the regular City Council meeting at 9:52 p.m. The motion was unanimously approved.

12. ADJOURNMENT

City Council member Charlesworth moved and City Council member Schlegel seconded the motion to adjourn the meeting at 9:54 p.m. The motion was unanimously approved.

ATTESTED:

APPROVED:



JERENE ROGERS, CITY CLERK



RICHARD BRAINERD, MAYOR