

**CITY OF LAKE ELMO  
CITY COUNCIL MINUTES  
JANUARY 5, 2021**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

*Mayor Cadenhead called the meeting to order at 7:00 pm.*

**PRESENT:** Mayor Charles Cadenhead and Councilmembers Katrina Beckstrom, Dale Dorschner (via video), Jeff Holtz and Lisa McGinn (via video).

Staff present: Administrator Handt, Assistant Administrator Dickson, and City Clerk Johnson. Via video: Public Works Director Powers, Fire Chief Kalis, Planning Director Roberts and City Attorney Sonsalla.

**APPROVAL OF AGENDA**

*Councilmember Dorschner, seconded by Councilmember McGinn, moved TO APPROVE THE AGENDA.*

*Mayor Cadenhead, seconded by Councilmember Holtz, moved TO AMEND THE PRIMARY MOTION AND TABLE ITEM 28, “PLANNING COMMISSION APPOINTMENTS”. Motion passed 5 – 0.*

**Primary Motion passed 5 – 0.**

**ACCEPT MINUTES**

Minutes of the December 15, 2020 Regular Meeting were accepted as presented.

**PUBLIC COMMENTS/INQUIRIES**

None

**PRESENTATIONS**

None

**CONSENT AGENDA**

2. Approve Payment of Disbursements and Payroll
3. Designate Official Depositories of Funds-Resolution 2021-001
4. Designate Official Publication Newspaper of Record – Resolution 2021-002
5. Adopt Resolution Designating Data Practice Officials and Approving City’s Data Practice Policy - Resolution 2021-003
6. Approve Massage Therapy License Renewal for Roxane Fogard

7. Approve Massage Therapy License for Vincent Letourneau
8. Approve Washington Conservation District 2021 Rain Garden Maintenance Agreement
9. Approve Zoning Code Clean Up Ordinance Amendments – *Resolution 2021-004*
10. Accept Resignation of Utility Billing Clerk
11. Approve Hire of Finance Director
12. Accept Resignation of Paid on Call Firefighters
13. Approve Contract with AET for Geotechnical Services for City Hall Improvements
14. Designate Authority for EFT Payments – *Resolution 2021-005*
15. Approve the Release of Warranty Security for the Royal Golf Club 2nd Addition.
16. Approve the Release of Warranty Security for the Southwind of Lake Elmo.
17. Accept Improvements and Approve Security Reduction for Legacy at North Star 1st Addition.
18. Approve Security Reduction for Legacy at North Star 3rd Addition.
19. Approve Compensating Change Order No. 3 for the 2020 Mill and Overlay Project.
20. Approve Pay Request No. 4 (FINAL) for the 2020 Mill and Overlay Project
21. Appoint City Attorney (Civil and Prosecution)
22. Appoint City Engineer

***Councilmember Dorschner, seconded by Councilmember Holtz, moved TO APPROVE THE CONSENT AGENDA AS PRESENTED. Motion passed 5 - 0.***

**ITEM 23: Appoint 2021 Acting Mayor**

***Mayor Cadenhead, seconded by Councilmember Dorschner, moved TO APPOINT LISA MCGINN ACTING MAYOR. Motion passed 5 – 0.***

**ITEM 24: Appoint Required Officials to Fire Relief Association Board of Trustees**

Administrator Handt reviewed the requirements for officials to be appointed to the Fire Relief Association Board of Trustees.

***Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPOINT CHARLES CADENHEAD AND KATRINA BECKSTROM TO THE FIRE RELIEF ASSOCIATION BOARD OF TRUSTEES. Motion passed 5 – 0.***

**ITEM 25: Ramsey Washington Cable Commission Appointment**

***Councilmember Holtz, seconded by Mayor Cadenhead, moved TO APPOINT KATRINA BECKSTROM TO THE CABLE COMMISSION WITH LISA MCGINN AS A BACKUP. Motion passed 5 – 0.***

**ITEM 26: Council Representative Appointments to EDA**

*Mayor Cadenhead, seconded by Councilmember Beckstrom, moved TO APPOINT CHARLES CADENHEAD AND DALE DORSCHNER AS COUNCIL REPRESENTATIVES TO THE EDA. Motion passed 5 – 0.*

**ITEM 27: Council School Liaison Appointment**

*Councilmember Dorschner, seconded by Councilmember Beckstrom, moved TO APPOINT COUNCILMEMBER MCGINN AS SCHOOL LIAISON. Motion passed 4 – 1. (Holtz – nay)*

**ITEM 29: Planning Commission Work Plan**

Planning Director Roberts presented an overview of the proposed plan.

*Mayor Cadendhead, seconded by Councilmember Dorschner, moved TO APPROVE THE PLANNING COMMISSION WORK PLAN. Motion passed 5 – 0.*

**ITEM 30: Parks Commission Work Plan**

Planning Director Roberts presented an overview of the proposed plan.

*Councilmember Dorschner, seconded by Councilmember McGinn, moved TO APPROVE THE PARKS COMMISSION WORK PLAN. Motion passed 5 – 0.*

**COUNCIL REPORTS**

**Mayor Cadenhead:** Looking forward to working for the citizens and supporting city staff. Working with Administrator Handt to coordinate a goal setting session with a facilitator.

**Councilmember Beckstrom:** Thanked staff for their assistance

**Councilmember Dorschner:** Welcomed new Councilmembers

**Councilmember Holst:** Congratulated fellow new Councilmembers and looking forward to working together

**Councilmember McGinn:** Welcomed new Councilmembers

**STAFF REPORTS AND ANNOUNCEMENTS**

**Administrator Handt:** Working on a date and location for the Council's strategic planning session, Building Committee has started meeting, working on preliminary audit and announced a new round of grants.

Meeting adjourned at 8:25 pm.

**LAKE ELMO CITY COUNCIL MINUTES**  
**January 5, 2021**

**LAKE ELMO CITY COUNCIL**

ATTEST:

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Julie Johnson, City Clerk

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Charles Cadenhead, Mayor