



## STAFF REPORT

DATE: April 20, 2021

**CONSENT**

**TO:** Honorable Mayor and City Council

**AGENDA ITEM:** Approve Summer Newsletter

**SUBMITTED BY:** Jake Dickson, Assistant City Administrator

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**BACKGROUND:**

A draft of the bi-annual City newsletter has been put together for distribution. If Council approves the draft and authorizes the printing and distribution of *The Source*, it will be mailed next week once it is printed and prepared for mailing.

**ISSUE BEFORE COUNCIL:**

Should the City approve and distribute a new edition of *The Source* for Summer 2021?

**PROPOSAL DETAILS/ANALYSIS:**

Staff recommends that the attached draft is approved, and it is authorized to be printed and distributed.

Please note that staff portraits will be added before mailing, as well as newly elected official biographies and portraits.

**FISCAL IMPACT:**

The estimated cost of the printing, preparation, and mailing of each edition of *The Source* is approximately \$2,000.

**RECOMMENDATION:**

If removed from the consent agenda:

*“Move to approve the attached draft and to authorize the printing and distribution of *The Source* newsletter for the summer of 2021.”*

**ATTACHMENTS:**

- Draft of *The Source* for summer 2021

Summer 2021



www.lakeelmo.org

# THE SOURCE

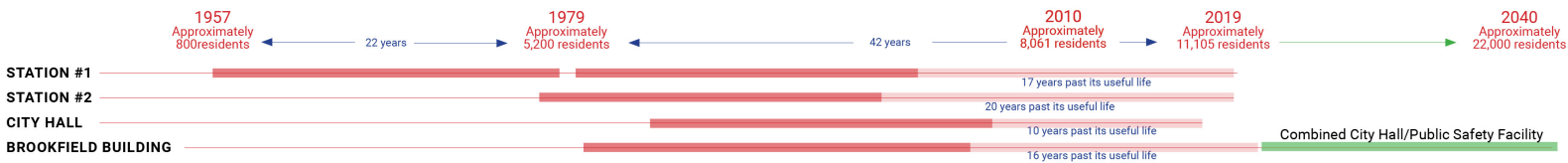
Your source for City news and information

## Public Facilities Update



The new Lake Elmo City Center combines City Hall staff and functions, the entire Fire Department, and a satellite office for the Washington County Sheriff's Department. This co-location involves renovating and expanding the City-owned Brookfield office building to concentrate civic resources into a single structure at the historic core of the city. In addition, the Public Works facility will also be expanded to accommodate City growth and expanded service needs. The new co-located facility will replace Lake Elmo City Hall (built in 1986), the Brookfield office building, and Fire Station #1 and 2. Project updates are communicated through www.lakeelmo.org and the weekly FRESH E-Newsletter.

**An open house to introduce the project will be held Wednesday, May 12th from 5-7PM at City Hall and Fire Station #1**



3880 Laverne Avenue North Suite 100 - Lake Elmo, MN 55042 (651) 747-3900

# Public Facilities Update Continued

## A FUNCTIONAL FIRE STATION

A new, single, state-of-the-art station will meet the needs of our community and firefighters today and into the future. Designed to accommodate our evolving role as all-hazard responders it will:

- Modernize our facilities following best practices in station design
- Enhance firefighter training with training features incorporated into the building.
- The addition of living quarters will allow the department to transition to a staffing model that provides 24/7 coverage from a single station.
- Improve response times and overall department operations.

## DESIGNED FOR FIREFIGHTER HEALTH AND SAFETY

- Distinct spaces to properly decontaminate gear and equipment. Focus to reduce staff exposure to fire fighting carcinogens and other toxic materials.
- Properly ventilated apparatus bay to reduce staff exposure to diesel exhaust and other harmful fumes.
- Space that supports staff physical and mental health.
- Clear separation between public and private spaces.

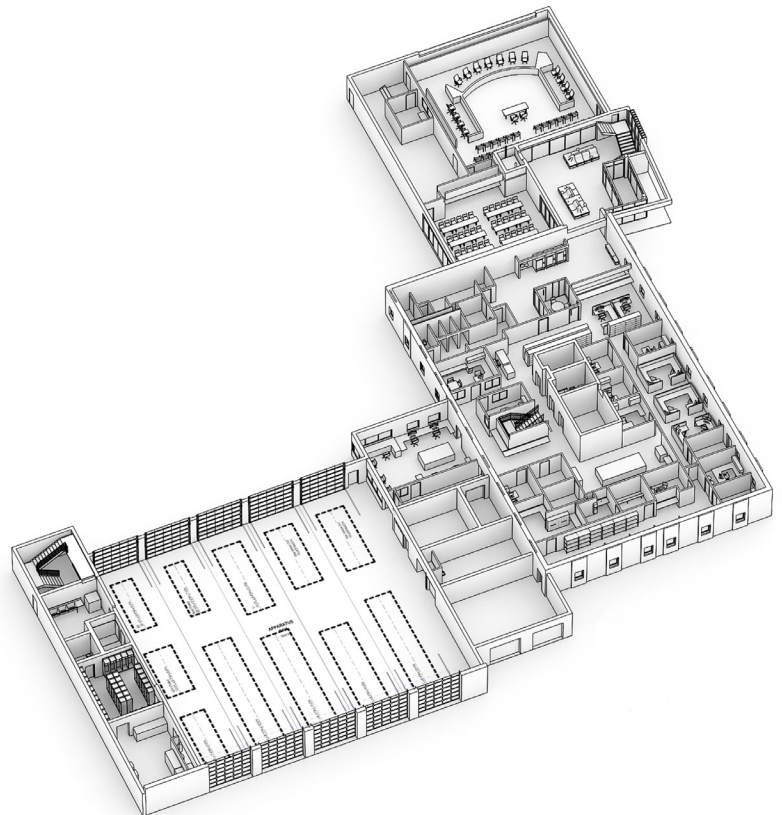
## An Expanded and Improved City Hall

- Improved Service Accessibility
- Community Room available for public use
- New Council chambers with updated technology
- Additional conference rooms
- Co-located Washington County Sheriff's substation
- Office space for growth of City staff
- Accessible restrooms

## MEETING THE DEMANDS OF AN EVOLVING FIRE SERVICE

Lake Elmo currently has two fire stations, Fire Station #1 at 3510 Laverne Ave N. and Fire Station #2 at Jamaca Ave N. This project will consolidate these two stations to meet the needs of both the fire department and the community. The building is designed to accommodate the increasing call volumes, meet the demands for training, and to support our evolving role.

Due to the changing environment of fire department staffing needs and the impacts of that in relation to incident response times and budget responsibility, the fire department is consolidating to a single station to allow the department to transition to a full time staffing model. This change requires the updated facilities like staff dorm rooms, day room and kitchen area, fitness room, and staff work spaces and offices.



# Lake Elmo Public Safety

## The Fire Department is Recruiting!

We're currently hiring Paid-on-Call Firefighters. We offer great benefits including: paid training, pension, state-of-the-art equipment, and the opportunity to serve your community. Individuals with Fire and EMT certifications are encouraged to apply, and training is provided for those willing to learn.

Application information can be found at [www.lakeelmo.org](http://www.lakeelmo.org)

If you have any questions, please contact Fire Chief Dustin Kalis at 651-747-3933 or [dkalis@lakeelmo.org](mailto:dkalis@lakeelmo.org)



## LEFD Receives New Tender Truck

The Lake Elmo Fire Department recently took delivery of a 2020 Rosenbauer Water Tender. The new vehicle has a 2,000 gallon water capacity and carries two additional 2,000 gallon drop tanks. This truck replaces a tender from 1987 with a 1,600 gallon capacity. The new truck will be in service this spring.



## New Public Safety Staff

### Tim Oachs, Firefighter

Tim joined the Lake Elmo Fire Department as a Firefighter in December. Tim has been active in the Fire Service and Emergency Medical Service for over 10 years.

### Quinn Malone, Firefighter

Quinn joined the Lake Elmo Fire Department as a Paid on Call Firefighter in January. Quinn is excited to start his career in the Fire Service in Lake Elmo.



### Bill Bermudez, Firefighter

Bill joined the Lake Elmo Fire Department as a Paid on Call Firefighter in January. Bill has also served in the US Army and Army Reserves since 2013.

### Sergeant Danelle Erickson, Washington County Sheriffs Deputy

Sgt Erickson joined the Washington County Sheriff's Office in 1997. She has been assigned to numerous roles within the Sheriff's Office including SWAT Negotiator, Juvenile Detective and School Resource Officer at Oak-Land Middle School.



# New City Staff

## **Tanya Batchelor, Utility Billing Clerk**

Tanya has an Associate's Degree in Accounting and Business Management and a Bachelor's Degree in Business Management. She also has 29 years experience in municipal government as deputy clerk, city clerk, and switched gears to utility billing a year ago. Tanya is excited to be a part of the team at the City of Lake Elmo.

## **Sam Magureanu, Finance Director**

Sam joined the City as the Finance Director in January of 2021. Sam has worked in Accounting and Finance since graduating from college with a Bachelor's Degree in Accounting in 2013. Most recently, he has served as the Assistant Finance Director for the City of Stillwater and as a Governmental Auditor for Abod, Eick & Meyers, LLP. "I am excited to for the opportunity to serve the community of Lake Elmo, take on the new challenges, and grow in my career."

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## Newly Elected City Officials

Charles Cadenhead, Mayor

Lorem ipsum

Jeff Holtz, Councilmember

Lorem ipsum

Katrina Beckstrom, Councilmember

Lorem ipsum



## 2020 Consumer Confidence Report Now Available

The 2020 Lake Elmo Consumer Confidence Report is now available. The full 2020 report along with the reports from past years can be found by visiting the **Water and Sewer Utility** page under the **Public Works & Engineering** tab on the City's website at [www.lakeelmo.org](http://www.lakeelmo.org). Hard copies of the report can be requested in the Administration Offices in Suite 100 of the Brookfield II building at 3880 Laverne Ave. N.

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## Free, Innovative PFAS Water Test for Private Well Owners

Are you a private well owner in Lake Elmo? You may be eligible for a free, innovative water test for per- and polyfluoroalkyl substances (PFAS). Researchers from Indiana University and RTI International, a non-profit research organization, seek private well owners to join their grant-funded research study. Participants will receive a free, mail-out test kit along with instructions on how to collect water samples for an expanded set of PFAS contaminants. After sample collection, participants will use a prepaid mailing label to return the test kit to RTI's Laboratory in Durham, NC. You will receive contaminant results in a clear manner. Later this spring, researchers may mail study information to you, but you may still be eligible even if you do not receive mailed materials.

To learn more, please visit our website at [www.cleanwaterforUSkids.org/foreverchemicals](http://www.cleanwaterforUSkids.org/foreverchemicals) or call (855)997-3184.

### Water Rebate Program

The City of Lake Elmo, in partnership with the Metropolitan Council, is offering a rebate program for the purchase of eligible WaterSense Toilets and Smart Irrigation Controllers. Qualifying toilet purchases are eligible for a \$100 rebate on your water bill, and purchases of a Smart Controller device are eligible for a rebate of 90% of the cost of the device (up to \$200).

In 2020 the program accounted for over \$8,000 in rebates and the installed water saving devices are estimated to reduce water usage by over 580,000 gallons annually!

This program is available only to City drinking water customers, to participate in either rebate, purchase and install a qualifying device, complete a rebate form and turn in your form and a copy of your receipt. Upon approval, a credit will be applied to your



# Adopt-A-Park Program

The City of Lake Elmo is seeking volunteers for the Adopt-A-Park Program. The program is intended to make parks more appealing through general spring, summer and fall clean-up to remove debris, flower planting, and weeding. All materials are provided by the City and coordinated through Public Works. Contact City Hall to inquire about adopting a park.

Adopt-A-Park is a program for volunteers who are interested in cleaning up Lake Elmo's parks, and is an excellent way for residents and organizations to make a personal contribution to the community. The program is open to individuals, families, groups, religious organizations, service organizations, schools, businesses, and other community organizations, adoption terms are for 2 years.

## Recycling Information

### WHAT HAPPENS TO YOUR RECYCLING?



Recycling is delivered to a Material Recovery Facility (MRF.) At the MRF, all materials are separated, baled, and shipped to markets for recycling.

**Aluminum cans** are shipped to mills in the southern U.S. and made into new cans.



**Glass** is taken to Anchor Glass Container Corporation (Shakopee) and made into new glass bottles and jars.

**Paper** is sent to Liberty Paper (Becker) and West Rock (St. Paul) to be recycled into boxboard and cardboard.



**Plastic soft drink bottles** are made into carpeting and fabric at textile mills in the southeastern U.S.

**Plastic milk & detergent bottles** are sent to Bedford Technology (Worthington) and Master Mark (Paynesville) and made into plastic lumber and lawn and garden products.



**Tin cans** are taken to Gerdau Ameristeel (St. Paul) to be recycled into rebar for construction products.



**YES PLEASE**



**Food & Beverage Cans**



**Newspaper & Magazines**



**Office Paper & Mail**



**Cardboard**



**Food & Beverage Boxes**



**Glass Jars & Bottles**



**Plastic Bottles & Containers**  
(#1, 2, 5)



**Cartons**



**NO THANKS**



**Plastic Bags**



**Shredded Paper**



**Tanglers**  
(hoses, extension cords, holiday lights, etc.)



**Diapers & Pet Waste**



**Hazardous Materials**  
(sharps, motor oil, propane, etc.)



**Styrofoam Packaging**



**Chip Bags & Juice Pouches**





## About the Adopt-a-Drain program

Volunteer fifteen minutes, twice a month, for cleaner waterways and healthier communities. Storm drains flow directly to local lakes, rivers, and wetlands, acting as a conduit for trash and organic pollutants. Adopt a Drain asks residents to adopt a storm drain in their neighborhood and keep it clear of leaves, trash, and other debris to reduce water pollution.



### Sign up

Sign up online to Adopt a Drain in your neighborhood.



### Keep your drain clear

Sweep leaves, trash and other debris off the drain surface year round.



### Track your impact

Keep an estimated total of the debris you collect and enter it into your online account so we can gauge the cumulative results of our work.



### Lead by example

Let friends and neighbors know about your commitment and, if they ask, tell them about small things they can do at home to prevent water pollution.

## National Night Out 2021

The city-wide National Night Out celebration will be held Tuesday, August 3rd from 6-8PM at Lion's Park downtown Lake Elmo. National Night Out provides an opportunity for every member of the community including residents, businesses, and public services to bring the community together annually.

Updates will be published on the City website, social media, and in the FRESH E-newsletter



**NATIONAL NIGHT OUT**





3880 Laverne Ave. N.  
Lake Elmo, MN 55042

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**POSTAL PATRON  
LAKE ELMO MN 55042**

**Public Works Contact Info:**

**Public Works:** 651-747-3940

**Emergency:**

Monday – Friday: 8:00 a.m. – 4:30 p.m.

**City Hall:** 651-747-3900

All other hours and weekends,

**Washington County Dispatch:** 651-439-9381

**The City Wants Your Input!**

The City has been using the Polco platform to collect the opinions of residents to better improve City services. Questions have been related to the City of Lake Elmo's streets, parks, public safety, and more.

New questions are posted regularly. If you are interested in sharing your opinions, visit [www.polco.us/lakeelmo](http://www.polco.us/lakeelmo) and create an account!



**THE SOURCE**

A publication of the City of Lake Elmo  
3880 Laverne Ave. N., Lake Elmo MN 55042 • 651-747-3900

**Mayor**  
Charles Cadenhead

**Council**  
Lisa McGinn  
Dale Dorschner  
Katrina Beckstrom  
Jeff Holtz

**City Administrator**  
Kristina Handt

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