

**CITY OF LAKE ELMO  
CITY COUNCIL MINUTES  
MAY 4, 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, and Jeff Holtz. **Absent:** Councilmember Lisa McGinn.

Staff present: Administrator Handt, City Attorney Sonsalla, City Engineer Griffin, Planning Director Roberts, Finance Director Magureanu, Fire Chief Kalis, City Planner Prchal, Assistant Administrator Dickson and City Clerk Johnson

**APPROVAL OF AGENDA**

*Councilmember Holtz, seconded by Councilmember Dorschner moved TO APPROVE THE AGENDA AS AMENDED. Motion passed 4 – 0.*

**ACCEPT MINUTES**

*Councilmember Holtz, seconded by Councilmember Beckstrom, moved TO APPROVE MINUTES OF THE APRIL 20, 2021 REGULAR MEETING AS PRESENTED. Motion passed 4 – 0.*

**PUBLIC COMMENTS/INQUIRIES**

None

**PRESENTATIONS**

None

**CONSENT AGENDA**

2. Approve Payment of Disbursements
3. Approve RLS/Minor Subdivision for 10920 32<sup>nd</sup> Street - *Resolution 2021-049, 2021-050*
4. Approve Purchase Agreement for a portion of 10920 32<sup>nd</sup> Street
5. Approve Contract for the 50th Street PRV Valve Removal and Linden Ave Storm Sewer Replacement
6. Approve Hiring of Part Time Firefighters
7. Approve Appointment to Parks Commission
8. Approve Low Voltage/AV agreement with FinePoint Technology
9. Approve 3918 Ironwood Trail Abatement - *Resolution 2021-051*
10. Approve 8615.5 Eagle Point Blvd Abatement - *Resolution 2021-052*
11. Approve 8860 42<sup>nd</sup> Street N Abatement - *Resolution 2021-053*

***Councilmember Dorschner, seconded by Councilmember Holtz, moved TO APPROVE THE CONSENT AGENDA AS PRESENTED. Motion passed 4 - 0.***

**ITEM 12: Front Yard Setback Variance – 11075 32<sup>nd</sup> St. N.:**

City Planner Prchal presented the request for a variance to allow construction of an accessory building closer to the front lot line than the principle building on the property. Discussion was held regarding the unique features of waterfront properties related to location of principle structures on the lot being oriented toward the water and rear of the property versus the street frontage.

***Councilmember Dorschner, seconded by Councilmember Holtz, moved TO APPROVE THE VARIANCE REQUEST TO LOCATE AN ACCESSORY BUILDING CLOSER TO THE FRONT LOT LINE THAN THE PRINCIPLE BUILDING FOR THE PROPERTY AT 11075 32<sup>ND</sup> STREET WITH RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL. Motion passed 4 – 0.***

***Mayor Cadenhead, seconded by Councilmember Holtz, moved TO DIRECT STAFF TO REVIEW THE ORDINANCE FOR ACCESSORY BUILDING SETBACK AND SIZE RELATED TO LAKESHORE PROPERTIES. Motion passed 4 – 0.***

**ITEM 13: Setback Variance – 8950 Lake Jane Trail**

City Planner Prchal presented the request for variance to allow the construction of a sport court that does not meet the minimum setback requirement from the ordinary high water level.

***Mayor Cadenhead, seconded by Councilmember Holtz, moved TO APPROVE A 63 FT SETBACK VARIANCE FROM THE OHWL OF LAKE JANE FOR A SPORT COURT ON THE PROPERTY ADDRESSED AS 8950 LAKE JANE TRAIL WITH FINDINGS AND CONDITIONS OF APPROVAL. Motion passed 4 – 0.***

**ITEM 14: 38<sup>th</sup>-39<sup>th</sup> Street Neighborhood Street and Utility Improvements**

City Engineer Griffin reviewed the background of the project and noted proposed alternates for the project due to difficulty in obtaining an easement.

***Mayor Cadenhead, seconded by Councilmember Dorschner, moved TO APPROVE RESOLUTION 2021-056 RECEIVING THE FEASIBILITY REPORT AND CALLING A PUBLIC HEARING FOR THE 38<sup>TH</sup>-39<sup>TH</sup> STREET NEIGHBORHOOD STREET AND UTILITY IMPROVEMENTS. Motion passed 4 – 0.***

**ITEM 15: Consultant for Audit of Building and Planning Departments**

Assistant Administrator Dickson reported on proposals received from three firms to perform an operational audit of the building and planning departments. Discussion was held concerning various aspects of the proposals.

***Mayor Cadenhead, seconded by Councilmember Holtz, moved TO SELECT BAKER TILLY US, LLP TO CONDUCT AN OPERATIONAL AUDIT OF THE PLANNING AND BUILDING DEPARTMENTS AND DIRECT STAFF TO PREPARE A PROFESSIONAL SERVICES AGREEMENT AND ARRANGE A MEETING WITH THE CITY COUNCIL AND CONTRACTOR TO DISCUSS THE PROPOSAL. Motion withdrawn.***

***Councilmember Holtz, seconded by Councilmember Dorschner, moved TO DIRECT STAFF TO REQUEST INTERVIEWS WITH THE CITY COUNCIL AND THE THREE FIRMS THAT SUBMITTED PROPOSALS. Motion passed 4 – 0.***

#### **ITEM 16: Lake Elmo Airport Zoning Ordinance Amendment**

Planning Director Roberts reviewed proposed updates to the City's zoning ordinance to include an airport overlay zone as required by state law.

***Councilmember Dorschner, seconded by Mayor Cadenhead, moved TO ADOPT ORDINANCE 08-250, AN ORDINANCE AMENDING THE LAKE ELMO ZONING ORDINANCE BY ADOPTING THE LAKE ELMO AIRPORT ZONING ORDINANCE BY REFERENCE. Motion passed 4 – 0.***

***Councilmember Dorschner, seconded by Mayor Cadenhead, moved TO APPROVE SUMMARY PUBLICATION OF ORDINANCE 08-250 WITH APPROVAL OF RESOLUTION 2021-057. Motion passed 4 – 0.***

#### **COUNCIL REPORTS**

**Mayor Cadenhead:** Received a note stating that a crabapple tree was planted at the Sally Manzara Nature Center by the Daughters of the American Revolution.

#### **STAFF REPORTS AND ANNOUNCEMENTS**

**Administrator Handt:** Provided a reminder of the open houses on May 12<sup>th</sup> at City Hall and Fire Station 1 for the public to receive information on the new city center project.

**Fire Chief Kalis:** Announced that new Fire Inspector has started and two students are wrapping up training.

**City Attorney Sonsalla:** Noted that the legislature is wrapping up its session and changes to the open meeting law are anticipated.

**Assistant Administrator Dickson:** Reported that interns are starting in the coming week and newsletters will be in mailboxes in the coming week with information about the water conservation rebate program.

**Finance Director Magureanu:** Reported that the city's yearly audit begins on May 10<sup>th</sup>.

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Meeting adjourned at 8:48 pm.

**LAKE ELMO CITY COUNCIL**

ATTEST:

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Julie Johnson, City Clerk

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Charles Cadenhead, Mayor