

**CITY OF LAKE ELMO
CITY COUNCIL MINUTES
MAY 18, 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, Jeff Holtz and Lisa McGinn.

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

APPROVAL OF AGENDA

Councilmember Dorschner, seconded by Councilmember Beckstrom, moved TO APPROVE THE AGENDA AS PRESENTED. Motion passed 5 – 0.

ACCEPT MINUTES

Councilmember Dorschner, seconded by Councilmember McGinn, moved TO APPROVE THE MAY 4, 2021 AND MAY 11, 2021 MINUTES AS PRESENTED. Motion passed 5 – 0.

PUBLIC COMMENTS/INQUIRIES

Anne McGee, 9040 Lake Jane Trail North, commented on a dangerous intersection at her property and requested the City Council have a discussion at a future worksession regarding challenges and accidents at that location.

Laurie Hamerly, 9429 Jane Road North, commented on the dangerous intersection at Jamaca and Lake Jane Trail and asked the City to address the safety issues.

PRESENTATIONS

None

CONSENT AGENDA

2. Approve Payment of Disbursements
3. Accept April 2021 Building Department Report
4. Accept April 2021 Public Works Department Report
5. Accept April 2021 Fire Department Report
6. Approve Pay Request No. 1 for Old Village Phase 5 and 6 Improvements
7. Approve Pay Request No. 1 for Heritage Farms Street and Utility Improvements

8. Approve Pay Request No. 1 for Hamlet on Sunfish Lake Street and Utility Improvements
9. Approve Pay Request No. 2 for 31st Street/Stillwater Blvd Watermain Extension
10. Approve Pay Request No. 6 for Stonegate Addition Street and Utility Improvements
11. Approve Pay Request No. 7 for Well No. 5 Pumphouse Improvements.
12. Approve Union Park West Final Plat - *Resolution 2021-058*
13. Approve Union Park West DA - *Resolution 2021-059*
14. Approve Easton Village 7th Addition Final Plat - *Resolution 2021-060*
15. Approve Professional Services Agreement with Evergreen Land Services
16. Approve Public Works Mutual Aid Agreement – *Resolution 2021-061*

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

ITEM 17: Design Development Plans for New City Center and Public Works Addition

City Administrator Handt provided updates on the project and fiscal impacts. Discussion was held concerning the building design and potential cost saving opportunities.

Councilmember Dorschner, seconded by Mayor Cadenhead, moved TO MOVE THE PROJECT FORWARD TO PREPARATION OF CONSTRUCTION DOCUMENTS. Motion passed 5 – 0.

ITEM 18: 2021-2022 City Work Plan

City Administrator Handt reviewed the goals developed as a result of discussion held at the April 13, 2021 City Council Worksession. Discussion was held concerning priority of goals and goals that could realistically be completed.

Councilmember Dorschner, seconded by Mayor Cadenhead, moved TO ADOPT THE GOALS IDENTIFIED IN THE DRAFT 2021-2022 WORK PLAN WITH REMOVAL OF NUMBERS 3, 4 AND 5 AND DIRECT STAFF TO ALTER THE TITLE OF NUMBER 6 TO INDICATE IT WOULD BE AN ONGOING GOAL. Motion passed 5 – 0.

ITEM 19: Approve Selection of Consultant for Operational Audit

Assistant Administrator Dickson provided a review of the process for receiving proposals and interviewing firms.

Mayor Cadenhead, seconded by Councilmember Holtz, moved TO SELECT BAKER TILLY TO CONDUCT AN OPERATIONAL AUDIT OF THE PLANNING AND BUILDING DEPARTMENTS AND DIRECT STAFF TO PREPARE A PROFESSIONAL SERVICES AGREEMENT. Motion failed 2 – 3. (Beckstrom, Dorschner, McGinn – nay)

Discussion was held regarding each firm's approach to the project, time to be spent gathering information in the City and stakeholder feedback.

Councilmember Beckstrom, seconded by Mayor Cadenhead, moved TO SELECT RAFTELIS TO CONDUCT AN OPERATIONAL AUDIT OF THE PLANNING AND BUILDING DEPARTMENTS AND DIRECT STAFF TO PREPARE A PROFESSIONAL SERVICES AGREEMENT. Motion passed 5 – 0.

STAFF REPORTS AND ANNOUNCEMENTS

Administrator Handt: Provided a reminder of the groundbreaking May 22nd at 10:00 a.m. for the Hwy 36/Manning Ave. interchange.

Fire Chief Kalis: Reported that smoke alarms were recently very helpful in getting a family out of a burning house safely and encouraged the public to contact the Fire Department for assistance if needed.

Finance Director Magurenau: Reported that the on site audit was completed in the previous week.

City Attorney Sonsalla: Hearing on June 10th with MNDOT on the Village Parkway railroad crossing.

Planning Director Roberts: Reported on a potential airport study and will provide information to the Council.

Public Works Director Powers: Well 5 is operational but not on line yet.

City Clerk Johnson: Reported on conversion of paper records to digital storage.

CLOSED SESSION

A closed session was held pursuant to Minnesota Statutes Section 13D.05, subdivision 3 (c)(3) – to consider offers for the sale of the former 3M property on Ideal Avenue, south of CSAH 14 (Tax Parcel ID 16.029.21.24.0002 (portion south of CSAH 14 only)).

Meeting adjourned at 9:47 p.m.

LAKE ELMO CITY COUNCIL

ATTEST:

Charles Cadenhead, Mayor

Julie Johnson, City Clerk