

**CITY OF LAKE ELMO
CITY COUNCIL MINUTES
JANUARY 16, 2024**

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, Nick Dragisich, Matt Hirn and Jeff Holtz.

Staff present: Interim Administrator Schroeder, Administrative Services Director Goers, City Attorney Sonsalla, City Engineer Griffin, Public Works Director Powers, Fire Chief Kalis, Finance Director Hadler, City Planner Jensen, and City Clerk Johnson

APPROVAL OF AGENDA

Item 15, “Approve Job Description for City Administrator” was moved to the Regular Agenda.

Mayor Cadenhead, seconded by Councilmember Beckstrom, moved TO APPROVE THE AGENDA AS AMENDED. Motion passed 5 – 0.

ACCEPT MINUTES

Councilmember Holtz, seconded by Councilmember Hirn, moved TO ACCEPT THE MINUTES OF THE JANUARY 2, 2024 CITY COUNCIL MEETING AS PRESENTED. Motion passed 5 – 0.

PUBLIC COMMENTS/INQUIRIES

Susan Dunn, 11018 Upper 33rd St. N., spoke about the Upper 33rd Street townhome project and asked the Council to re-examine infilling in the Old Village, noting issues with the site and type of construction.

PRESENTATIONS

None

CONSENT AGENDA

2. Approve Payments and Disbursements
3. Approve Planning Commission Reappointments
4. Accept Improvements and Approve Security Reductions for the Northport 3rd Addition
5. Approve Upper 33rd St Townhome Conditional Use Permit Extension; *Resolution 2024-010*

6. Approve Final Plat Extension Prairie Skies; *Resolution 2024-011*
7. Approve Final Plat Extension Northstar 1st Addition; *Resolution 2024-012*
8. Approve Pay Request No. 5 (FINAL) for 2023 Trail Improvements
9. Approve Tractor Purchase
10. Approve Bulk Water Meter Purchase
11. Approve Purchase of Public Works Backup Generator
12. Approve Purchase of Fire Department Brush 2 Replacement Truck
13. Approve Purchase of Permitting Software
14. Approve Outdoor Warning Siren JPA Update

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

ITEM 16: MYP Agriculture Zoning Text Amendment

City Planner Jensen presented the request for a zoning text amendment to include landscape supply and yard waste recycling as a conditional use. Planner Jensen also reviewed public comments, Planning Commission recommendation for approval and proposed findings of fact. Discussion was held regarding current operations versus what would be allowed if the amendment is approved. John Peterson spoke on behalf of the applicant, addressing comments from neighbors and invited anyone with concerns to visit the site.

John Burban, 9612 57th Street N., spoke on behalf of 40 residents in the area surrounding the MYP property, expressing concern regarding the operations and violation of current CUP.

Lisa Burban, 9612 57th Street N., expressed concern regarding noise, vibration, and risk of fire from decomposing debris.

Pat Barrett, 9692 57th Street N., encouraged the Council to protect the environment and quality of life. Ms. Barrett also read a letter from Reba Moua, 9543 57th Street N., expressing concerns regarding the safety of composting and increased noise affecting property values.

Len Juran, 9784 57th Street N., commented on impacts of noise and vibration on the surrounding homes.

Harvey Taipola, 9275 57th Street N., commented on noise and vibration coming from the site and discussed MPCA guidelines regarding noise from the grinders at the site. Mr. Taipola asked for setback language for equipment to protect homeowners.

Joan Ziertman, 5761 Keats Avenue N., commented on CUP violations and current use of the site, and requested denial of the zoning text amendments.

Councilmember Holtz, seconded by Councilmember Hirn, moved TO DIRECT STAFF TO PREPARE A RESOLUTION DENYING THE REQUEST. Motion passed 5 – 0.

ITEM 17: Carmelite Nun Conditional Use Permit

City Planner Jensen presented the scope of the expansion, agency review and recommended conditions.

Councilmember Holtz, seconded by Councilmember Dragisich, moved TO APPROVE RESOLUTION 2024-013 APPROVING A CONDITIONAL USE PERMIT FOR THE DISCALCED CARMELITE NUNS OF ST PAUL MONASTERY WITH THE CONDITIONS AND FINDINGS LISTED IN THE STAFF REPORT. Motion passed 5 – 0.

ITEM 18: Search Firm for City Administrator

Administrator Schroeder reviewed the firms that responded to the RFP for the City Administrator search. Discussion was held with consensus to add a clause stating the firm will not recruit the place while they are employed as the City Administrator.

Councilmember Beckstrom, seconded by Councilmember Hirn, moved TO AUTHORIZE STAFF TO SIGN A CONTRACT WITH PUBLIC ADMINISTRATION ASSOCIATES. Motion passed 5 – 0.

ITEM 15: Approve Job Description for City Administrator

Discussion was held regarding the minimum qualifications related to education and experience, with consensus to remove the requirement for a masters degree and require a minimum 7 – 10 years experience in local government leadership.

Councilmember Holtz, seconded by Councilmember Hirn, moved TO APPROVE THE JOB DESCRIPTION WITH THE CHANGES DISCUSSED. Motion passed 5 – 0.

COUNCIL REPORTS

Councilmember Beckstrom: Thanked staff for work on the dashboards and discussed the year end results.

Councilmember Holtz: Reported on upcoming January 17th meeting of the priority 2 3M settlement workgroup.

STAFF REPORTS AND ANNOUNCEMENTS

LAKE ELMO CITY COUNCIL MINUTES
January 16, 2024

Administrator Schroeder: Noted website updates regarding well testing and water issues.

Public Works Director Powers: Reported that the Lions Park ice rink will be opening.

Fire Chief Kalis: Discussed carbon monoxide detection calls and reminded the public to be mindful of carbon monoxide risk and fireplace inspections.

CLOSED SESSION

Councilmember Holtz, seconded by Councilmember Hirn, moved TO ENTER CLOSED SESSION PURSUANT TO MINNESOTA STATUTES, SECTION 13D.05, SUBDIVISION 3(B) TO DISCUSS MATTERS PROTECTED BY THE ATTORNEY-CLIENT PRIVILEGE RELATING TO THE PENDING CONTESTED CASE HEARING BEFORE THE OFFICE OF ADMINISTRATIVE HEARINGS ENTITLED “IN THE MATTER OF AMENDMENTS TO VARIOUS WATER APPROPRIATION PERMITS.” Motion passed 5 – 0.

Closed session held.

Councilmember Holtz, seconded by Councilmember Hirn, moved TO ENTER OPEN SESSION. Motion passed 5 – 0.

Meeting adjourned at 10:21 p.m.

LAKE ELMO CITY COUNCIL

ATTEST:

Charles Cadenhead, Mayor

Julie Johnson, City Clerk