



# fresh

Your Weekly Source for City News and Information

## Public Meetings Next Week

- City Council Meeting Tuesday, January 4  
7:00PM



[City Agendas and Minutes](#)

Visit our website



[January 4 City Council Meeting Agenda](#)



**NOTICE OF MEETING**

**City Council Meeting**

**Tuesday, January 4, 2022 7:00 P.M.**

**City of Lake Elmo | 3800 Laverne Avenue North**

**AGENDA**

**A. Call to Order/Pledge of Allegiance**

**B. Approval of Agenda**

**C. Approval of Minutes**

1. December 7, 2021

**D. Public Comments/Inquiries**

**E. Presentations**

Proclamation-Appreciation of Barry Weeks

Lake Elmo Firefighter Retirement-Mike Cornell

**F. Consent Agenda**

2. Approve Payment of Disbursements and Payroll
3. Accept November 2021 Building Department Report
4. Accept November 2021 Fire Department Report
5. Accept November 2021 Public Works Department Report
6. Accept November 2021 Sheriff's Department Report
7. Designate Official Depositories of Funds-*Resolution 2022-001*
8. Designate Official Publication Newspaper of Record – *Resolution 2022-002*
9. Adopt Resolution Designating Data Practice Officials and Approving City's Data Practice Policy - *Resolution 2022-003*
10. Designate Authority for EFT Payments – *Resolution 2022-004*
11. Appoint City Attorney (Civil and Prosecution)
12. Appoint City Engineer
13. Approve Opioid Memorandum of Agreement – *Resolution 2022-005*
14. Approve Job Description and Authorize Advertising for Full Time Firefighters
15. Approve B&B permit for 8004 50<sup>th</sup> Street North
16. Award Painting Contract for City Center – *Resolution 2022-006*
17. Approve Pay Request No. 9 (FINAL) for Well No. 5 Pumphouse Improvements
18. Approve Pay Request No. 8 for Hamlet on Sunfish Lake Street and Utility Improvements
19. Approve Release of Warranty Security for Wildflower 3rd Addition
20. Approve Security Reduction for the Northport 3rd Addition
21. Approve Security Reduction for the Legacy at Northstar 2nd, 3rd, and 4th Additions
22. Accept Bids & Award Contract: Torre Pines Street and Utility Improvements – *Resolution 2022-007*
23. Accept Bids & Award Contract: Whistling Valley Street and Utility Improvements – *Resolution 2022-008*
24. Adopt Federal Grants Policy
25. Approve Old Village AUAR Regular Update
26. Approve Krueger Tree Farm Photography IUP Consent Agreement – *Resolution 2022-009*
27. Resolution Approving Easement Acquisition by Eminent Domain for Old Village Phase 5 and 6 Street and Utility Improvements – *Resolution 2022-010*

**G. Regular Agenda**

28. Appoint 2022 Acting Mayor
29. Appoint Required Officials to Fire Relief Association Board of Trustees
30. Appoint Planning Commissioners
31. Appoint Parks Commissioners
32. 2022 Planning Commission Work Plan
33. Requests for Proposals for Classification and Compensation Study

**H. Adjourn**

Meeting Materials Can Be Accessed Here

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**REMINDER: Winter  
Parking Ordinance In  
Effect**

Winter parking ordinance prohibits parking on Lake Elmo Streets from Nov. 1 through March 31 between 2:00 AM and 7:00 AM.

Public Works can't clear the roadways with cars blocking their paths!



The Lions Park Ice Rink is ready for skaters!

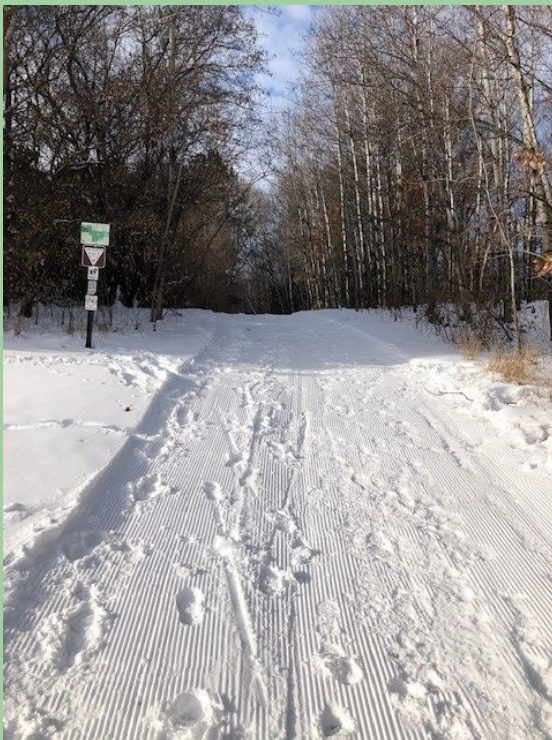




# Crime Prevention Information Meeting

**The City of Lake Elmo invites residents to hear Sheriff Dan Starry and Washington County Attorney Pete Orput share crime prevention tips and information.**

**The meeting will be held at Oakland Middle School, 820 Manning, on January 6th at 6PM.**



Trails are groomed for skiers in Sunfish Lake Park and Reid Park

# Where & How to Place Your Garbage Can

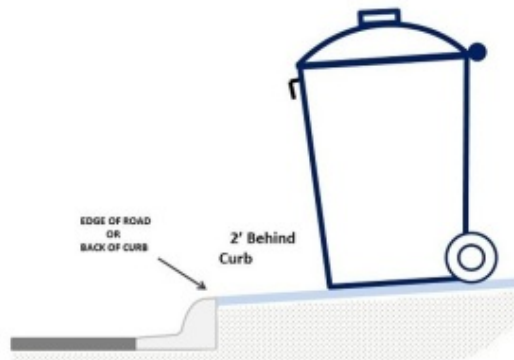
**Garbage and recycling containers need to be placed off the street per MN State Statute 160.2715 (A)(2)**

**Please Do not place garbage cans in the street.** We realize this area is an enticing location to place garbage cans, but it creates a hazard as it narrows the travel lanes creating safety concerns. The cans could get hit by vehicles or create visibility issues. Most garbage trucks are equipped with a hydraulic extending arm that grasps garbage cans. It is recommended that garbage cans be placed at least 3 to 5 feet off the edge of pavement, into your driveway, so they are out of the way of traffic and maintenance vehicles.



**Retrieve your garbage cans soon after collection.** Garbage cans often sit at the roadside on collection day until the evening. Empty cans are vulnerable to winds and road maintenance operations and could cause a hazard if knocked into the roadway. Prompt removal of empty containers is recommended.

These tips can make garbage collection day safer and easier for all of us. The City of Lake Elmo thanks you for taking time to read this message!





# Winter Holiday Safety

Winter holidays are a time for families and friends to get together. But that also means a greater risk for fire. Following a few simple tips will ensure a happy and fire-safe holiday season.

## HOLIDAY DECORATING

- Be careful with holiday decorations. Choose decorations that are flame resistant or flame retardant.
- Keep lit candles away from decorations and other things that can burn.
- Some lights are only for indoor or outdoor use, but not both.
- Replace any string of lights with worn or broken cords or loose bulb connections. Read manufacturer's instructions for number of light strands to connect.
- Use clips, not nails, to hang lights so the cords do not get damaged.
- Keep decorations away from windows and doors.

## HOLIDAY ENTERTAINING

- Test your smoke alarms and tell guests about your home fire escape plan.
- Keep children and pets away from lit candles.
- Keep matches and lighters up high in a locked cabinet.
- Stay in the kitchen when cooking on the stovetop.
- Ask smokers to smoke outside. Remind smokers to keep their smoking materials with them so young children do not touch them.
- Provide large, deep ashtrays for smokers. Wet cigarette butts with water before discarding.



## Before Heading Out or to Bed

**Blow out** lit candles when you leave the room or go to bed. **Turn off** all light strings and decorations before leaving home or going to bed.

## FACTS

- ! More than **one-third** of home decoration fires are started by candles.
- ! More than **two of every five** decoration fires happen because decorations are placed too close to a heat source.



### NATIONAL FIRE PROTECTION ASSOCIATION

The leading information and knowledge resource  
on fire, electrical and related hazards





# Christmas Tree Safety



As you deck the halls this holiday season, be fire smart. A small fire that spreads to a Christmas tree can grow large very quickly.



## PICKING THE TREE

- Choose a tree with fresh, green needles that do not fall off when touched.



## PLACING THE TREE

- Before placing the tree in the stand, cut 2" from the base of the trunk.
- Make sure the tree is at least three feet away from any heat source, like fireplaces, radiators, candles, heat vents or lights.
- Make sure the tree is not blocking an exit.
- Add water to the tree stand. Be sure to add water daily.



## LIGHTING THE TREE

- Use lights that are listed by a qualified testing laboratory. Some lights are only for indoor or outdoor use.
- Replace any string of lights with worn or broken cords or loose bulb connections. Read manufacturer's instructions for number of light strands to connect.
- Never use lit candles to decorate the tree.
- Always turn off Christmas tree lights before leaving home or going to bed.



## After Christmas

Get rid of the tree after Christmas or when it is dry. Dried-out trees are a fire danger and should not be left in the home or garage, or placed outside against the home.

Check with your local community to find a recycling program.

Bring outdoor electrical lights inside after the holidays to prevent hazards and make them last longer.

## FACTS

- ! Almost one third of home Christmas tree fires are caused by electrical problems.
- ! Although Christmas tree fires are not common, when they do occur, they are more likely to be serious.
- ! A heat source too close to the tree causes more than **one in every five** of the fires.



Your Source for SAFETY Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169



[www.nfpa.org/education](http://www.nfpa.org/education) ©NFPA 2020



## The City of Lake Elmo is Accepting Applications for the Planner Position

[Visit our website for information and application materials.](#)

We Want Your Input!

The City of Lake Elmo is using Polco to gather feedback from Lake Elmo residents to make decisions with the community in mind. We post short surveys to better understand our residents.

[Sign Up Here](#)



## Washington County Sheriff's Update

Nothing can ruin the Christmas spirit faster than becoming the victim of a crime. The Washington County Sheriff's Office has had an uptick in crime in several new developments. All the crimes have been opportunity crimes, meaning it has been easy for criminals. Leaving keys or key fobs in the car, valuables and money in unlocked vehicles is too tempting for the criminals. All the vehicles that were stolen from our city had the keys left in them. No one is hot wiring vehicles or punching ignitions. The break in to vehicles are also not occurring by breaking windows. All vehicles have been left unlocked. Think of everything in your car in terms of cash value. If you would not leave the equivalent in cash out, do not leave it out in the form you bought it.

This holiday season, the Sheriff's office would like to remind all residents of the following holiday crime prevention tips:

- Lock your vehicle
- Do not leave keys/key fobs in the vehicle
- Do not leave valuables in plain view
- Park in well-lit areas
- Do not leave any personal identifying papers in your vehicle
- Do not leave a vehicle running while unattended.
- Shut and secure garage doors when not in use.

Please contact the Washington County Sheriff's Office if you see a suspicious vehicle or person in your neighborhood. You can call 911 or the non-emergency number, 651-439-9381.

SGT. Erickson



# Be SALT SMART!



## WATER SOFTENERS

**Water softeners account for up to 65% of the chloride that is discharged from municipal wastewater treatment plants statewide.**

Hard water is pervasive in our state; thus, water softeners are a common fixture in many Minnesota homes. Conventional water softeners treat hard water by exchanging the hard minerals with sodium and potassium ions. When the system is 'full,' it resets or regenerates by sending a pulse of salt water through the system. Municipal wastewater treatment plants do NOT treat for chloride, meaning that salty water is then discharged to our waterways.

### How do I reduce my chloride footprint?

**Do you need to soften your water?** If you live in a city, check to see whether your water utility softens the water before distribution. This eliminates or decreases the need for a water softener.

**Optimize your water softener settings:** If you have an older water softener, regeneration generally happens on a timer versus by water use – extending the timing between regeneration cycles will reduce the amount of wastewater produced.

**Replace your water softener:** Newer water softener models regenerate based on water use versus a timer, using less salt and water.

**Don't soften ALL your water:** Only soften the water from your hot water taps versus cold water drinking taps.

**Reduce your overall water use:** Cutting back lessens demand for softened water and conserves our water resources!

Using more than 1  
40-lb bag of salt a  
month?

Check with a water  
professional to  
optimize softener  
efficiency!

DO YOU HAVE A  
**LEAKY  
TOILET?**



**FIND OUT:**

1. Add a drop of food coloring to the tank.
2. Wait 10 minutes.
3. If you see the color in your toilet bowl, you have a leak!

**Water Conservation  
Rebate Program**

The City of Lake Elmo, in partnership with the Metropolitan Council, is offering a rebate program for purchases of eligible WaterSense toilets and Smart Irrigation Controllers. Qualifying purchases are eligible for up to a \$200 credit on your water bill.

[Program Details Available Here](#)





## Winter 2022 at Lake Elmo Library

Please visit Lake Elmo Library this season for library materials and programs to help you through the long winter nights. While you are here, don't forget to peek at our special window display, a Winter Fairy Village, part of an effort to "Light Up Lake Elmo" by local residents.

We welcome our community families to visit the library for in-person Storytime on most Fridays at 10:30 a.m. Visit [washcolib.org/storytime](http://washcolib.org/storytime) for the online calendar and for links to virtual storytimes and other resources.

Adults are welcome to take part in the Winter Reads program in January and February. Participate by submitting book reviews for a chance to win prizes! Visit the [washcolib.org/winter-reads](http://washcolib.org/winter-reads) webpage for information and related events.

We look forward to your visit to Lake Elmo Library!

Hours:

Monday 10-4

Tuesday, Wednesday, Thursday 12-8

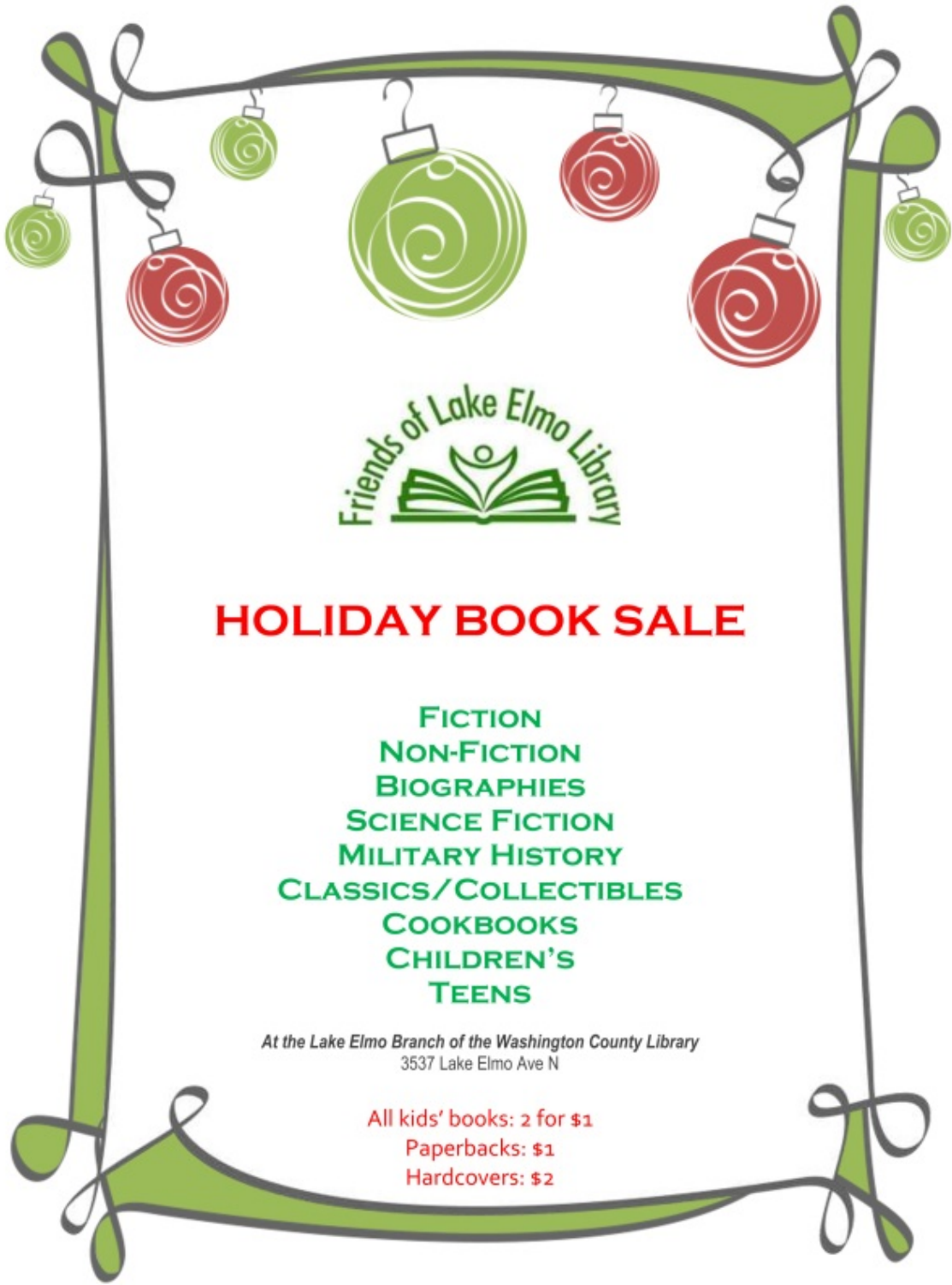
Friday 10-4

Saturday 10-2

Lake Elmo Library  
3537 Lake Elmo Avenue N  
Lake Elmo MN 55042  
651-275-8515  
[washcolib.org](http://washcolib.org)

Washington County Library Events





## **HOLIDAY BOOK SALE**

**FICTION  
NON-FICTION  
BIOGRAPHIES  
SCIENCE FICTION  
MILITARY HISTORY  
CLASSICS/COLLECTIBLES  
COOKBOOKS  
CHILDREN'S  
TEENS**

*At the Lake Elmo Branch of the Washington County Library  
3537 Lake Elmo Ave N*

**All kids' books: 2 for \$1  
Paperbacks: \$1  
Hardcovers: \$2**



## Sally Manzara Interpretive Nature Center (SMINC)

### Free Family Nature Exploration Saturdays

10-11am



Most events are held outdoors, please dress appropriately for the weather.

The Sally Manzara Interpretive Nature Center is located in Sunfish Lake Park in Lake Elmo, MN

<https://sminc-lake-elmo.org/>

[www.facebook.com/sunfishlakepark](http://www.facebook.com/sunfishlakepark)



#### December 4 Holiday Decorating Party

Join Connie Kirk in a holiday decorating event. Make paper chains, dipped pine cones and more to help make the nature center festive for the holiday season.



#### December 11 Winter Wonders Scavenger Hunt

Join MN Master Naturalist volunteer Christa Rittberg on a short winter scavenger hunt in Sunfish Lake Park. We will use our senses to find and learn about interesting winter features in the park.



#### December 18 Ice Exploration

Learn about ice formation and why it floats from Chemist Tony Manzara. Experiment with ice and make an ice suncatcher with natural found objects.

The Sally Manzara Interpretive Nature Center is open Monday - Friday 9 AM to 4 PM, Saturday 9AM to Noon, and Sunday 10 AM to 4 PM. We will be closed Christmas weekend December 25th, 26th, and 27th. Our Saturday Family Nature Exploration series for 2021 ends with "Ice Exploration" on December 18th and will start up again for 2022 with "Weather Tracking" on January 1st.

The City of Lake Elmo encourages residents to look for signs of EAB

The Minnesota Department of Agriculture (MDA) confirmed emerald ash borer (EAB) in the City of Lake Elmo. A local business reported an ash tree with bark cracks and woodpecker damage in the tree canopy, a tell-tale sign of possible EAB infestation, to the MDA for confirmation.

There are several things residents should look for when checking for emerald ash borer.

- **Be sure you've identified an ash tree.** This is an important first step since EAB only feeds on ash trees. Ash have opposite branching – meaning branches come off the trunk directly across from each other. On older trees, the bark is in a tight, diamond-shaped pattern. Younger trees have a relatively smooth bark.
- **Look for woodpecker damage.** Woodpeckers like EAB larvae and woodpecker holes may indicate the presence of EAB.
- **Check for bark cracks.** EAB larvae tunneling under the bark can cause the bark to split open, revealing the larval (S-shaped) tunnels underneath.
- **Contact a professional.** If you feel your ash tree may be infested with EAB, contact a tree care professional or the MDA at [arrest.the.pest@state.mn.us](mailto:arrest.the.pest@state.mn.us) or 888-545-6684 (voicemail).

Emerald ash borer larvae kill ash trees by tunneling under the bark and feeding on the part of the tree that moves nutrients up and down the trunk. Minnesota is highly susceptible to the destruction caused by this invasive insect. The state has approximately one billion ash trees, the most of any state in the nation.

The biggest risk of spreading EAB comes from people unknowingly moving firewood or other ash products harboring larvae. There are three easy steps residents can take to keep EAB from spreading:

- Don't transport firewood. Buy firewood locally from approved vendors, and burn it where you buy it;
- Be aware of the quarantine restrictions. If you live in a quarantined county, be aware of the restrictions on movement of products such as ash trees, wood chips, and firewood; and,
- Watch your ash trees for infestation. If you think your ash tree is infested, go to <https://www.mda.state.mn.us/eab-info-homeowners> for resources on identifying EAB, how to hire tree care professionals, and insecticide options for protecting your ash tree.

For more information on emerald ash borer, go to [www.mda.state.mn.us/eab](http://www.mda.state.mn.us/eab).

## Public Facilities Project Update

At the November 3 City Council Meeting the City Council awarded bids for the new City Center and Public Works Addition.

Regular updates and documents are available [here](#).





- 1 New City Hall Entrance
- 2 New Fire Station Expansion
- 3 Council Chambers/Community room addition
- 4 Parking
- 5 Fire Department Parking
- 6 City Hall/Sheriff
- 7 Laverne Avenue

LEO A DALY

## CITY OF LAKE ELMO COMBINED CITY HALL & PUBLIC SAFETY FACILITY

The new Lake Elmo City Hall / Public Safety Facility 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.



**TOTAL ANTICIPATED PROJECT COST:** \$14,600,000  
**DESIGN COMPLETION:** Late summer 2021  
**CONSTRUCTION COMPLETION:** Fall of 2022





**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 4259 Jamaica Ave. N. This project will consolidate these two stations into a single, state of the art station that will meet the needs of our community and firefighters today and into the future. The building is designed to accommodate increasing call volumes, meet the demands for training and to support our evolving role as all hazard responders.

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 which will allow the department the ability to transition to a staffing model that provides 24/7 coverage from the single station. This change requires the updated facilities like staff dorm rooms, day room and kitchen area, fitness room, staff workspaces and offices.

Educational materials provided by the City of Lake Elmo  
 For more information, visit our website: [www.lakeelmo.org](http://www.lakeelmo.org) or contact Kristina Handt, Administrator at [KHandt@lakeelmo.org](mailto:KHandt@lakeelmo.org)



The current fire stations are too small to accommodate modern apparatus and equipment and cannot provide adequate health protections for our firefighters.

**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 the 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 firefighting carcinogens and other toxic materials.
- Properly ventilate the apparatus bay to reduce staff exposure to diesel exhaust and other harmful fumes.
- Space that supports the physical and mental health of staff.
- Clear separation between public and private spaces.



Lake Elmo City Hall, built in 1986, is a very small 2,806 SF. There are insufficient offices for all staff members and the restrooms are not accessible. The council chambers are small, do not provide sufficient space for department heads or members of the public, and lack modern technological updates. City staff have long outgrown this building and have since moved into the Brookfield Building located across the parking lot.

The Brookfield Building was purchased by the City in 2018 as a method of maintaining city functions next to the outgrown City Hall at a lower cost alternative to new construction. It was constructed in 1980 and will require a major overhaul to increase its useful life.

**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-locate Washington County Sheriff staff
- Office space for growth of city staff
- Accessible restrooms.

