

**CITY OF LAKE ELMO  
CITY COUNCIL MINUTES  
FEBRUARY 7, 2017**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

*Mayor Pearson called the meeting to order at 7:00 pm.*

**PRESENT:** Mayor Mike Pearson and Councilmembers Justin Bloyer, Julie Fliflet, Jill Lundgren and Christine Nelson

Staff present: Administrator Handt, City Attorney Sonsalla, City Engineer Griffin, Fire Chief Malmquist, Planning Director Wensman, and City Clerk Johnson.

**APPROVAL OF AGENDA**

Item 4, "Approve Purchase of Replacement Tahoe" was moved to the Regular Agenda. Item 12, "Shoreland Management Overlay District Ordinance Amendment" was postponed to the next meeting. Item 8, "Accept Accountant Resignation and Authorize Posting of Accountant Position" was moved to the Regular Agenda.

*Councilmember Bloyer, seconded by Mayor Pearson, moved TO APPROVE THE AGENDA AS AMENDED. MOTION PASSED 5 – 0.*

**ACCEPT MINUTES**

Minutes of the December 6, 2016 Special Meeting, and December 6, 2016 and January 17, 2017 Regular Meeting were accepted as presented. Minutes of the January 3, 2017 Regular Meeting were accepted as amended with corrections to the votes in items 6 and 17.

**PUBLIC COMMENTS/INQUIRIES**

Virginia Pleban, 8245 59<sup>th</sup> Street N., spoke about an idea to encourage visitors to downtown Lake Elmo during the summer months.

**PRESENTATIONS**

None

**CONSENT AGENDA**

2. Approve Payment of Disbursements
3. Authorize Issuance of Request for Proposals for a Municipal Space Needs Assessment
5. Eagle Point Boulevard Street Improvements – Compensating Change Order No. 4
6. Eagle Point Boulevard Street Improvements – Pay Request No. 7 (Final)
7. Inwood Booster Station – Pay Request No. 8
9. Approve Cooperative Maintenance Agreement No. 10721 with Washington County for Downtown Phase 1 and Phase 2 Improvements

*Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO APPROVE THE CONSENT AGENDA AS PRESENTED. Motion passed 5-0.*

**ITEM 4: Approve Purchase of a Replacement Tahoe**

Discussion held concerning the color of the vehicle and the lack of review of this purchase by the Maintenance Advisory Committee.

*Councilmember Bloyer, seconded by Councilmember Nelson, moved TO APPROVE THE PURCHASE OF THE REPLACEMENT VEHICLE AND ASSOCIATED COSTS NOT TO EXCEED \$22,500. Motion passed 3 – 2. (Fliflet, Lundgren – nay)*

**ITEM 10: Zignego Minor Subdivision and Zoning Map Amendment**

Planning Director Wensman presented the request to rezone and subdivide property located at 3880 Laverne Avenue North into three parcels. Wensman reviewed the analysis and recommendations from staff and the Planning Commission. Tim Freeman of Folz, Freeman and Erickson spoke on behalf of the applicant, discussing setbacks and access from 39<sup>th</sup> Street.

*Councilmember Bloyer, seconded by Councilmember Lundgren, moved TO APPROVE ORDINANCE 08-165 APPROVING A ZONING MAP AMENDMENT TO REZONE THE PROPERTY LOCATED AT 3880 LAVERNE AVENUE NORTH FROM GB – GENERAL BUSINESS TO VMX – VILLAGE MIXED USE. Motion passed 5 – 0.*

*Councilmember Bloyer, seconded by Councilmember Lundgren, moved TO APPROVE RESOLUTION 2017-013 APPROVING A MINOR SUBDIVISION REQUEST FOR THE PROPERTY LOCATED AT 3880 LAVERNE AVENUE NORTH, THEREBY CREATING TWO NEW LOTS OF 0.58 ACRES EACH, SUBJECT TO THE 11 OUTLINED CONDITIONS OF APPROVAL. Motion passed 5 – 0.*

**ITEM 11: Golf Course Community Zoning District**

Planning Director Wensman presented details of a proposed golf course community zoning district. Setbacks, development standards and other requirements were reviewed. Wensman noted that the zoning district would be needed in order to process a plat application that will be received by the City soon.

*Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO AMEND SECTION P, PAGE 15 OF THE DRAFT ORDINANCE TO REMOVE ITEMS 1, 2, 3 AND 4. Motion passed 3 – 2. (Pearson, Nelson - nay)*

*Councilmember Bloyer, seconded by Mayor Pearson, moved TO AMEND ITEM O, PAGES 14 AND 15, TO INCREASE OPEN SPACE FROM 50% TO 65% IN PARAGRAPHS 1 AND 2.*

***Mayor Pearson, seconded by Councilmember Fliflet, moved TO TABLE THE MOTION.***

**Motion passed 4 – 0.** (Councilmember Lundgren was absent)

Rick Packer, Royal Golf Course, addressed buffers and provided additional information on the current version of the proposed development.

***Councilmember Fliflet, seconded by Mayor Pearson, moved TO BRING THE MOTION BACK FOR CONSIDERATION. Motion passed 5 – 0.***

**Primary motion passed 3 – 2.** (Fliflet, Lundgren – nay)

***Councilmember Bloyer, seconded by Councilmember Fliflet, moved TO AMEND SECTION 154.454 C.1.A REGARDING SECONDARY UNITS TO BE CONSISTENT WITH THE LDR DISTRICTS. Motion failed 3 – 1 – 1.*** (Fliflet - nay; Lundgren – abstain) Councilmember Fliflet stated she was opposed to the motion as it would not apply to smaller lots and suggested the Council revisit the issue to address other areas in the City.

***Councilmember Lundgren, seconded by Councilmember Fliflet, moved TO ADOPT ORDINANCE 08-167 APPROVING THE ADDITION OF THE PROPOSED GOLF COURSE COMMUNITY ZONING DISTRICT TO THE ZONING CODE OF THE CITY OF LAKE ELMO CODE OF ORDINANCES AS AMENDED. Motion passed 5 – 0.***

***Mayor Pearson, seconded by Councilmember Lundgren, moved TO ADOPT RESOLUTION 2017-016 AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 08-167. Motion passed 5 – 0.***

**ITEM 13: Inwood 4<sup>th</sup> Addition Developers Agreement**

Planning Director Wensman reported that this proposed Developers Agreement was modified to from the standard template in order to be consistent with previous Developers Agreements for Inwood.

***Councilmember Bloyer, seconded by Mayor Pearson, moved TO ADOPT RESOLUTION 2017-014 APPROVE THE DEVELOPERS AGREEMENT FOR INWOOD 4<sup>TH</sup> ADDITION PLANNED UNIT DEVELOPMENT. Motion passed 4 – 1.*** (Lundgren – nay)

**ITEM 14: Hammes Estates 2<sup>nd</sup> Addition Developers Agreement**

Planning Director Wensman reviewed key aspects of the proposed agreement.

***Councilmember Bloyer, seconded by Councilmember Nelson, moved TO ADOPT RESOLUTION 2017-014 APPROVING THE DEVELOPERS AGREEMENT FOR HAMMES ESTATES 2<sup>ND</sup> ADDITION. Motion passed 5 – 0.***

**ITEM 8: Accept Accountant Resignation and Authorize Posting of Accountant Position**

Discussion held concerning the job duties and wording in the proposed job posting.

*Councilmember Bloyer, seconded by Mayor Pearson, moved TO ACCEPT PATTY BAKER'S RESIGNATION, APPROVE NEW ACCOUNTANT JOB DESCRIPTION AND AUTHORIZE POSTING OF THE FULL TIME POSITION WITH THE ADMINISTRATOR ADJUSTING AS NEEDED. Motion passed 3 – 2. (Fliflet, Lundgren – nay)*

**ITEM 15: Financial Management Services Agreement**

City Administrator Handt reported on meetings with AEM at the recommendation of the City Attorney and other cities for financial services management. Jean McGann, AEM Financial Solutions, provided clarification on specific duties proposed for financial management and the interim services in the accountant position.

*Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO LOOK AT OTHER OPTIONS FROM OTHER ACCOUNTING TEMPORARY SERVICES AGENCIES. Motion failed 1 – 4. (Pearson, Bloyer, Lundgren, Nelson – nay)*

*Mayor Pearson, seconded by Councilmember Bloyer, moved TO APPROVE THE PROPOSAL FOR INTERIM SERVICES AS PRESENTED. Motion passed 3 – 2. (Fliflet, Lundgren – nay)* Councilmember Fliflet stated she would not support the motion out of frustration that other firms were not considered.

*Mayor Pearson, seconded by Councilmember Nelson, moved TO APPROVE THE AGREEMENT FOR FINANCIAL SERVICES WITH AEM FINANCIAL SOLUTIONS. Motion passed 3 – 2. (Fliflet, Lundgren – nay)* Councilmember Fliflet stated she could not support the motion due to many factors including the length of the agreement and lack of staff input.

**ITEM 16: Planning Commission Appointment**

City Administrator Handt presented recommendations for filling the vacancy on the Planning Commission created by the resignation of Wendy Griffin.

*Councilmember Lundgren moved TO HOLD OFF UNTIL THE COUNCIL HAS ALL THE DATA. Motion died – no second.*

*Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO APPOINT TERRY EMERSON TO THE PLANNING COMMISSION AS A SECOND ALTERNATE. Motion failed 2 – 3. (Pearson, Bloyer, Nelson – nay)*

*Mayor Pearson, seconded by Councilmember Nelson, moved TO APPOINT JESS HARTLEY TO THE PLANNING COMMISSION AS A SECOND ALTERNATE. Motion passed 3 – 2. (Fliflet, Lundgren – nay)*

**ITEM 17: Maintenance Advisory Committee Operating Policies and Procedures**

City Administrator Handt presented proposed operating policies and procedures for the Maintenance Advisory Committee.

*Mayor Pearson, seconded by Councilmember Fliflet, moved TO ADOPT THE MAINTENANCE ADVISORY COMMITTEE OPERATION POLICIES AND PROCEDURES. Motion passed 4 – 1. (Bloyer – nay)*

**ITEM 18: Environmental Committee Operating Policies and Procedures**

City Administrator Handt presented a proposal for narrowing the scope of the committee as a result of City Council input and proposed that the committee be comprised of five members with staggered 3 year terms.

*Councilmember Bloyer, seconded by Councilmember Nelson, moved TO ADOPT THE ENVIRONMENTAL COMMITTEE OPERATING POLICIES AND PROCEDURES WITH SOLID WASTE STRIKEN.*

*Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO INCREASE THE LIMIT ON MEMBERSHIP TO 9. Motion failed 2 – 3. (Pearson, Bloyer, Nelson –nay)*

**Primary motion passed 3 – 2. (Fliflet, Lundgren – nay)**

**ITEM 19: Planning Department 2017 Work Plan**

*Mayor Pearson, seconded by Councilmember Lundgren, moved TO ACCEPT THE PLANNING DEPARTMENT WORK PLAN. Motion passed 5 – 0.*

**ITEM 20: Parks Commission 2017 Work Plan**

*Councilmember Bloyer, seconded by Councilmember Lundgren, moved TO ACCEPT THE PARKS COMMISSION WORK PLAN. Motion passed 5 – 0.*

**COUNCIL REPORTS**

**Mayor Pearson:** Hosting “Meet the Mayor” Friday, February 10<sup>th</sup>, 4:30 at City Hall. Visited a staff meeting, attended goal setting workshop with city staff, working on an agreement with the owner of Tartan Park regarding the ball fields.

**LAKE ELMO CITY COUNCIL MINUTES  
FEBRUARY 7, 2017**

**Councilmember Nelson:** Attended the League of Minnesota Cities newly elected officials conference and the City Council goal setting workshop.

**Councilmember Lundgren:** Attended the goal setting workshop and noted that the facilitator was excellent; requested monthly police reports.

**Councilmember Bloyer:** Congratulated former City Clerk Bell for being chosen for the City Administrator position in Bayport.

**Councilmember Fliflet:** Commented on staff turnover in the finance department and committee changes.

**STAFF REPORTS AND ANNOUNCEMENTS**

**Administrator Handt:** Attended monthly meeting at Washington County and announced vacancy on the South Washington County Watershed District Board.

**City Clerk Johnson:** No report

**City Attorney Sonsalla:** Attended a city attorney conference.

**Planning Director Wensman:** meeting with Metro Mobility; working on code updates and development review.

**City Engineer Griffin:** No report.

Meeting adjourned at 11:05 pm.

**LAKE ELMO CITY COUNCIL**

ATTEST:

\_\_\_\_\_  
Mike Pearson, Mayor

\_\_\_\_\_  
Julie Johnson, City Clerk