

**CITY OF LAKE ELMO
CITY COUNCIL MINUTES
AUGUST 1, 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 Clerk Johnson, City Planner Becker, Finance Director Swanson and Public Works Director Weldon.

APPROVAL OF AGENDA

Item 3, “Accept 2nd Quarter Financials – General Fund and Utility Funds”, and Item 5, “Authorize RFP for Enterprise

Councilmember Bloyer, seconded by Councilmember Lundgren, moved TO APPROVE THE AGENDA AS AMENDED. Motion passed 5 – 0.

ACCEPT MINUTES

Minutes of the July 18, 2017 Regular Meeting were accepted as presented.

PUBLIC COMMENTS/INQUIRIES

Greg Krieglmeier, 9350 31st Street North, commented on an issue with excess water on his property.

PRESENTATIONS

None

CONSENT AGENDA

2. Approve Payment of Disbursements
3. ~~Accept 2nd Quarter Financials – General Fund and Utility Funds~~ *moved to the Regular Agenda*
4. Labor Agreement with Local 49ers, January 1, 2017-December 31, 2019
5. ~~Authorize RFP for Enterprise Resource Planning System (ERP) Software for City~~ *moved to the Regular Agenda*
6. 2017 Seal Coat Project – Pay Request No. 1
7. 2017 Street Improvements – Change Order No. 1.

8. CSAH 13 (Ideal Avenue/Olson Lake Trail) – Approve Cooperative Agreement Payment No. 2.
9. Approve Youth Services Bureau 2018 Agreement
10. Approve Sunfish Lake Park Ski Trail Grant – *Resolution 2017-084*
11. Approve Parks Commission Appointment

Councilmember Bloyer, seconded by Councilmember Fliflet, moved TO APPROVE THE CONSENT AGENDA MINUS ITEMS 3 AND 5. Motion passed 5 - 0.

ITEM 3: Accept 2nd Quarter Financials- General Fund and Utility Fund

Finance Director Swanson reviewed the 2nd quarter 2017 financials, noting items with variances from the budgeted amounts.

Mayor Pearson, seconded by Councilmember Lundgren, moved TO ACCEPT THE SECOND QUARTER FINANCIALS. Motion passed 5 – 0.

ITEM 5: Authorize RFP for Enterprise Resource Planning System (ERP) Software for City

Finance Director Swanson presented the proposal to issue an RFP for a new software system for the City's Finance Department, noting that the current software is outdated and has limited functionality.

Councilmember Lundgren, seconded by Councilmember Nelson, moved TO APPROVE THE REQUEST FOR PROPOSALS FOR SOFTWARE AND IMPLEMENTATION SERVICES FOR AN ENTERPRISE RESOURCE PLANNING SYSTEM. Motion passed 5 – 0.

ITEM 12: Variance Amendment for 9359 Jane Road N

City Planner Becker reviewed the request to amend the conditions of a previously approved variance to allow expansion of a home which does not meet the minimum setback requirements and maximum impervious surface standards of the City's shoreland district.

Councilmember Bloyer, seconded by Councilmember Lundgren, moved TO OPEN THE PUBLIC HEARING. Motion passed 5 – 0

No public comments were received.

Councilmember Bloyer, seconded by Councilmember Lundgren, moved TO CLOSE THE PUBLIC HEARING. Motion passed 5 – 0.

Councilmember Bloyer, seconded by Mayor Pearson, moved TO ADOPT RESOLUTION 2017-075, RESCINDING RESOLUTION 2017-067 AND APPROVING REQUESTS FOR SHORELAND VARIANCES FROM THE MINIMUM STRUCTURE SETBACK FROM

THE ORDINARY HIGH WATER LEVEL AND MAXIMUM IMPERVIOUS SURFACE STANDARDS, SUBJECT TO ONE CONDITION OF APPROVAL. Motion passed 3 – 2. (Fliflet, Lundgren – nay)

Councilmember Fliflet stated she did not support the motion, as she concurs with the points outlined in the DNR memo regarding the variance request. Councilmember Lundgren indicated she agreed with Councilmember Fliflet.

ITEM 13: Hidden Meadows Easement Vacation

City Planner Becker stated that the drainage easement vacation is needed in order for the Hidden Meadows 2nd Addition plat that was approved by the City Council on July 5, 2017 to be recorded.

Councilmember Lundgren, seconded by Councilmember Fliflet, moved TO OPEN THE PUBLIC HEARING. Motion passed 5 – 0.

No public comments were received.

Councilmember Lundgren, seconded by Councilmember Fliflet, moved TO CLOSE THE PUBLIC HEARING. Motion passed 5 – 0.

Councilmember Nelson, seconded by Councilmember Fliflet, moved TO APPROVE RESOLUTION 2017-082 APPROVING THE VACATION OF THE DRAINAGE AND UTILITY EASEMENT OVER OUTLOT A, HIDDEN MEADOWS AS RECORDED BY DOCUMENT 4073144, SUBJECT TO ONE CONDITION AS RECOMMENDED BY STAFF. Motion passed 5 – 0.

ITEM 14: Glenwood Homes Variance Request – 8690 Lake Jane Trail N.

City Planner Becker reviewed the variance request to allow for expansion of a home that does not meet the minimum structure setback requirements from the ordinary high water level.

Mayor Pearson, seconded by Councilmember Bloyer, moved TO ADOPT RESOLUTION 2017-083, APPROVING A SHORELAND VARIANCE TO ALLOW THE EXPANSION OF A NON-CONFORMING STRUCTURE NOT MEETING THE MINIMUM STRUCTURE SETBACK REQUIREMENT FROM THE ORDINARY HIGH WATER LEVEL FOR THE PROPERTY LOCATED AT 8690 LAKE JANE TRAIL NORTH, SUBJECT TO CONDITIONS 1 AND 2 OF APPROVAL.

Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO AMEND THE PRIMARY MOTION TO ADD “AS RECOMMENDED BY STAFF AND THE PLANNING COMMISSION”. Motion failed 2 – 3. (Pearson, Bloyer, Nelson – nay) Primary motion passed 3 – 2. (Fliflet, Lundgren – nay)

ITEM 15: Presentation and Acceptance of 2016 Comprehensive Annual Financial Report

Finance Director Swanson provided a brief introduction and background information for the 2016 Comprehensive Annual Financial Report (CAFR). Jason Miller, Smith Schafer & Associates, presented highlights from the City's 2016 audit.

Councilmember Fliflet, seconded by Councilmember Lundgren, moved TO ACCEPT THE RESULTS OF THE 2016 AUDIT AND 2016 CAFR. Motion passed 5 – 0.

ITEM 16: Lions Park Improvement Project Bids

City Administrator Handt reviewed bids received for improvements at Lions Park and reported on staff recommendations.

Bill Wacker, 3603 Laverne Avenue North, commented on the proposed layout of the park and the proposed pavilion and parking lot changes on the north side of the park.

Frank Squadrito, 3570 Laverne Avenue North, complimented the improvements made in the area thus far and expressed concern about lighting at the park.

Councilmember Nelson, seconded by Councilmember Bloyer, moved TO AWARD THE CONTRACT FOR BID PACKAGE 1A TO RACHEL CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$254,750; BID PACKAGE 1B TO RACHEL CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$11,200; BID PACKAGE 1D TO RACHEL CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$11,800; BID PACKAGE 2A TO GREENSCAPE IN AN AMOUNT NOT TO EXCEED \$24,800; BID PACKAGE 3C TO KILLMER ELECTRIC IN AN AMOUNT NOT TO EXCEED \$99,400; AND TO REJECT ALL BIDS RECEIVED FOR BID PACKAGES 1C, 3A, 3B AND 4A. Motion passed 4 – 1. (Fliflet – nay)

Councilmember Fliflet stated she supports fixing the field, lighting and dugouts and would like to see the City seek additional donations and volunteers rather than spending \$400,000.

COUNCIL REPORTS

Mayor Pearson: Thanked donors contributing toward the Lions Park improvements.

Councilmember Nelson: No report.

Councilmember Lundgren: Thanked Farmers Market volunteers and noted she attended the Pankalo School grand opening.

Councilmember Bloyer: Thanked Shane Weis for his service as Chair of the Parks Commission.

Councilmember Fliflet: Thanked Shane Weis for his service on the Parks Commission, looking forward to the upcoming Washington County Fair.

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STAFF REPORTS AND ANNOUNCEMENTS

Administrator Handt: Shared a message from the Sheriff's office asking residents to report suspicious activities. Reported on issues in Human Resources and ribbon cutting on Lake Elmo Avenue.

City Clerk Johnson: Provided a reminder of Huff n Puff and the Lake Elmo Fire Department pancake breakfast on August 12th & 13th.

City Attorney Sonsalla: Working on cell phone tower leases and right of way ordinance

Meeting adjourned at 9:02 pm.

LAKE ELMO CITY COUNCIL

ATTEST:

Mike Pearson, Mayor

Julie Johnson, City Clerk