

**CITY OF LAKE ELMO  
CITY COUNCIL MINUTES  
APRIL 18, 2023**

**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, Matt Hirn, Jeff Holtz and Lisa McGinn.

Staff present: Administrator Handt, City Attorney Sonsalla, City Engineer Griffin, Fire Chief Kalis and City Clerk Johnson

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENTS/INQUIRIES**

Tony Manzara, 5050 Kirkwood Avenue N., invited the public to participate in the 2023 Earth Day Adopt a Tree Program at the Sally Manzara Nature Center.

Mara Crombie, 11090 32<sup>nd</sup> Street N., introduced the newly formed Connect Lake Elmo group. Kristin Rehkamp, 4145 Laverne Avenue N., reviewed the group's activities.

Jessie Price, 419 Cimarron, spoke on behalf of residents in the Cimarron neighborhood regarding issues with no parking on the streets and vehicles being towed.

**PRESENTATIONS**

Washington County Commissioners Gary Kriesel and Stan Karowski presented the city with a plaque commemorating the ribbon cutting for the Ideal Avenue Phase 2 project.

Washington County Sheriff's Sergeant Danielle Erickson presented the city with a donation of nine new automated external defibrillators obtained through grant funds.

**CONSENT AGENDA**

1. Approve Payments and Disbursements
2. Approve City Center/Public Works Pay Request #15

3. Accept Donation of AEDs from Washington County Sheriff's Office – *Resolution 2023-037*
4. Authorize Mutual Aid Agreement between the City of Lake Elmo Fire Department and the Fire Departments of St. Croix County, Wisconsin and Washington County, Minnesota – *Resolution 2023-040*

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

**ITEM 5: Accept Bids and Award Contract for the 2023 Street Improvements**

City Engineer Griffin provided an overview of the project and reviewed the bids received.

***Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPROVE RESOLUTION NO. 2023–038, ACCEPTING BIDS AND AWARDING A CONSTRUCTION CONTRACT TO MILLER EXCAVATING, INC. IN THE AMOUNT OF \$2,091,433.33 FOR THE 2023 STREET IMPROVEMENTS. Motion passed 5 – 0.***

***Councilmember Holtz, seconded by Councilmember Hirn, MOVED TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER INTO A MATERIAL TESTING CONTRACT FOR THE PROJECT CONSTRUCTION PHASE SERVICES IN THE NOT-TO-EXCEED AMOUNT OF \$30,000 FOR THE 2023 STREET IMPROVEMENTS.. Motion passed 5 – 0.***

**ITEM 6: Receive Council Direction on Cardinal Ridge Watermain Extension Design Alternatives**

City Engineer Griffin review the proposed improvements and the need for a drainage and utility easement from the homeowners association. Engineer Griffin stated that the HOA indicated they would agree to the easement. Alternatives were presented for consideration if the easement is not granted.

***Councilmember Holtz, seconded by Councilmember Hirn, moved TO APPROVE OPTION 1 TO CONSTRUCT THE IMPROVEMENTS IN ACCORDANCE WITH THE APPROVED PROJECT PLANS AND APPROVED CHANGE ORDER NO. 3 AS DETAILED IN THIS AGENDA REPORT, AND TO DIRECT THE CITY ENGINEER TO REMOVE THE PROPERTIES AT 1545, 1571, AND 1589 IVY AVENUE FROM THE FINAL WATERMAIN ASSESSMENT, FOR EACH PROPERTY THAT HAS NOT YET CONNECTED TO CITY WATER AT THE TIME OF THE FINAL ASSESSMENT ROLL ADOPTION IN THE EVENT AN EASEMENT IS NOT GRANTED. Motion passed 5 – 0.***

**ITEM 7: Authorize Preliminary Design and Feasibility Report for the 2024 Street and Utility Improvements**

City Engineer Griffin presented the proposed project area and existing pavement conditions. Project scope and project schedule were also reviewed.

***Councilmember McGinn, seconded by Councilmember Holtz, moved TO APPROVE RESOLUTION NO. 2023-039, ORDERING PREPARATION OF A FEASIBILITY REPORT TO BE COMPLETED BY FOCUS ENGINEERING IN THE NOT TO EXCEED AMOUNT OF \$18,400 AND GEOTECHNICAL INVESTIGATION SERVICES IN THE NOT TO EXCEED AMOUNT OF \$17,000 FOR THE 2024 STREET AND UTILITY IMPROVEMENTS. Motion passed 5 – 0.***

**COUNCIL REPORTS**

**Mayor Cadenhead:** Expressed condolences for the police officer in Polk County.

**Councilmember Holtz:** Reported on the ISD 834 facilities team meeting

**STAFF REPORTS AND ANNOUNCEMENTS**

**Administrator Handt:** Provided a reminder of the Board of Appeal meeting April 19<sup>th</sup>, Highway 36 open house and city tree giveaway on April 29<sup>th</sup>. Also commented on 1<sup>st</sup> quarter financial statements, updates on water issues and upcoming 3M workgroup meeting.

**Fire Chief Kalis:** Thanked Sgt. Erickson for her work on the AED grant and provided a reminder of the tornado drills and sirens on Thursday, April 20<sup>th</sup>.

Meeting adjourned at 8:03 pm.

**LAKE ELMO CITY COUNCIL**

ATTEST:

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Julie Johnson, City Clerk

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Charles Cadenhead, Mayor