

**CITY OF LAKE ELMO
CITY COUNCIL MINUTES
JUNE 6, 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, Contract Planner Nathan Fuerst, City Engineer Griffin, Public Works Director Powers, Administrative Services Director Goers, Finance Director Hadler and City Clerk Johnson

APPROVAL OF AGENDA

Councilmember Holtz, seconded by Councilmember Hirn, moved TO AMEND THE AGENDA TO ADD “TANA RIDGE CURBING” TO THE REGULAR AGENDA AS ITEM 18. Motion passed 5 – 0.

Councilmember Holtz, seconded by Councilmember Hirn, 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 MAY 16, 2023 CITY COUNCIL MEETING AS PRESENTED. Motion passed 5 – 0.

PUBLIC COMMENTS/INQUIRIES

None

PRESENTATIONS

None

CONSENT AGENDA

2. Approve Payments and Disbursements
3. Approve Purchase of Plotter
4. Designate Authority for EFT Payments – *Resolution 2023-053*
5. Approval to Draw on Letter of Credit for Southwind Development LLC
6. Approve Stipulation for Settlement and Dismissal of CEF lawsuit
7. Approve Easton Village 7th Plat Extension - *Resolution 2023-054*
8. Approve Building Inspector Job Description and Posting

9. Approve Cross Country Ski Trail Grooming Grant Agreement – *Resolution 2023-060*
10. Resolution Reporting Results for 2022 State Performance Measurement Program – *Resolution 2023-059*
11. Approve Summer 2023 Source Newsletter

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

ITEM 12: Amira Final Plat, PUD and Variance

Contract Planner Nathan Fuerst presented on overview of the project for a 146 unit, age restricted building and reviewed the need for a variance to exceed allowable lot coverage and height standards in a shoreland area.

Councilmember McGinn, seconded by Councilmember Holtz, moved TO OPEN THE PUBLIC HEARING. Motion passed 5 – 0. No comments were received.

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

Councilmember McGinn, seconded by Councilmember Holtz, moved TO ADOPT RESOLUTION 2023-055 APPROVING THE FINAL PLAT, PUD AND SHORELAND VARIANCE REQUESTED BY UNITED PROPERTIES FOR THE SUBJECT PROPERTY BASED ON THE FINDINGS OF FACT AND RECOMMENDED CONDITIONS OF APPROVAL IN THE STAFF REPORT. Motion passed 5 – 0.

Councilmember McGinn, seconded by Councilmember Holtz, moved TO ADOPT ORDINANCE 2023-12 ADOPTING THE PUD STANDARDS REQUESTED BY UNITED PROPERTIES FOR THE AMIRA PROJECT ON THE SUBJECT PROPERTY. Motion passed 5 – 0.

Councilmember McGinn, seconded by Councilmember Holtz, moved TO ADOPT RESOLUTION 2023-056 AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 2023-12. Motion passed 5 – 0.

ITEM 13: Frisbie Minor Subdivision

Contract Planner Fuerst reviewed the application for a lot split to divide Lot 3, Block 2 of the Brookman 3rd Addition into two separate lots. Planner Fuerst also presented the proposed conditions of approval.

Councilmember Holtz, seconded by Councilmember Hirn, moved TO ADOPT RESOLUTION 2023-032 APPROVING THE BROOKMAN 3RD ADDITION MINOR SUBDIVISION BASED

ON THE FINDINGS OF FACT AND CONDITIONS PRESENTED IN THE STAFF REPORT. Motion passed 5 – 0.

ITEM 14: Sale of 2023 Bonds

City Administrator Handt provided a brief introduction of the 2023 Bonds. Tammy Omdahl, Northland Securities, reported that 6 bids were received for the sale of the bonds and reviewed the terms of the bid to be accepted.

Councilmember Holtz, seconded by Councilmember Hirn, MOVED TO APPROVE RESOLUTION NO. 2023-57: A RESOLUTION AWARDED THE SALE OF \$5,410,000 GENERAL OBLIGATION IMPROVEMENT, ABATEMENT AND UTILITY REVENUE BONDS, SERIES 2023A. Motion passed 5 – 0.

ITEM 15: Accept Bids and Award Contract for the 2023 Trail Improvements

City Engineer Griffin

Councilmember McGinn, seconded by Mayor Cadenhead, moved TO APPROVE RESOLUTION NO. 2023–058, ACCEPTING BIDS AND AWARDED A CONSTRUCTION CONTRACT TO OMG MIDWEST, INC. DBA MINNESOTA PAVING & MATERIALS FOR THE BASE BID PLUS ALTERNATE BID IN THE AMOUNT OF \$549,359.21 FOR THE 2023 TRAIL IMPROVEMENTS. Motion passed 5 – 0.

Councilmember McGinn, seconded by Councilmember Holtz, 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 \$10,000 FOR THE 2023 TRAIL IMPROVEMENTS. Motion passed 4 – 0 - 1.
(Cadenhead – abstain due to conflict of interest)

ITEM 16: Irrigation Meter Policy

Public Works Director Powers presented proposed updates to the irrigation meter policy to correct inconsistencies in billing for irrigation meters on various types of properties. Discussion was held concerning rates, tiers and timing for enacting the new rate structure. Loss in revenue to the City was also discussed.

Councilmember Holtz moved TO APPROVE LAKE ELMO IRRIGATION METER BILLING POLICY AND APPROVE ORDINANCE NO 2023-13 TO UPDATE THE FEE SCHEDULE TO INCLUDE OPTION 3. Motion died - no second.

Councilmember McGinn, seconded by Councilmember Hirn, moved TO APPROVE LAKE ELMO IRRIGATION METER BILLING POLICY AND APPROVE ORDINANCE NO 2023-13 TO UPDATE THE FEE SCHEDULE TO INCLUDE OPTION 1. Motion passed 4 – 1. (Holtz – nay)

Councilmember McGinn, seconded by Councilmember Hirn, moved TO APPROVE RESOLUTION 2023-061 APPROVING SUMMARY PUBLICATION OF ORDINANCE 2023-13. Motion passed 5 – 0.

ITEM 17: 2024 Budget Calendar

Finance Director Hadler presented the proposed 2024 Budget calendar.

Councilmember Hirn, seconded by Councilmember McGinn, moved TO APPROVE THE 2024 BUDGET CALENDAR. Motion passed 5 – 0.

ITEM 18: Tana Ridge Curbing

Councilmember Holtz stated that Councilmembers have received emails from residents in the Tana Ridge neighborhood requesting surmountable curbing versus the planned highback curbing in their neighborhood in conjunction with the 2023 Street Improvements project. Discussion was held concerning potential changes to the project to accommodate the residents' requests. City Engineer Griffin commented on the feasibility of redesigning the curbing plan and potential cost changes. Consensus reached for staff to bring a revised plan to the Council for consideration.

COUNCIL REPORTS

Councilmember Hirn: Thanked the crew from Connect Lake Elmo that cleaned up Lake Elmo Avenue.

Councilmember Holtz: Reported on ISD 834 meeting with the City regarding Lake Elmo Elementary School.

STAFF REPORTS AND ANNOUNCEMENTS

Administrator Handt: Provided a water conservation update.

City Clerk Johnson: Reported that the summer issue of The Source newsletter will be mailed out to residents soon.

Public Works Director Powers: Provided on update on the court resurfacing project and well pumping demand.

City Engineer Griffin: Reported on the Washington County Manning Avenue project meeting.

CLOSED SESSION

Councilmember Holtz, seconded by Councilmember Beckstrom, moved TO ADJOURN TO CLOSED SESSION PURSUANT TO MINNESOTA STATUTES SECTION 13D.05, SUBDIVISION 3 (C)(3) – TO CONSIDER OFFERS FOR THE SALE OF THE FORMER 3M PROPERTY ON IDEAL AVENUE, PIDS 16.029.21.24.0002 AND 16.029.21.23.0003.

Motion passed 5 – 0.

Closed session discussion held.

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

Meeting adjourned at 9:50 pm.

LAKE ELMO CITY COUNCIL

ATTEST:

Charles Cadenhead, Mayor

Julie Johnson, City Clerk