

**MAHTOMEDI CITY COUNCIL  
MINUTES  
JANUARY 4, 2022**

Mayor Jud Marshall convened the regular City Council meeting at 7:00 p.m. with City Council members Richard Brainerd, Lilly Melander, and Luke Schlegel in attendance. City Council member Jane Schneeweis was absent with prior notice. City Administrator Scott Neilson, City Attorney Bridget Nason, City Engineer John Sachi, Public Works Director Bob Goebel, Fire Chief Terry Fischer and City Clerk Jerene Rogers were also in attendance.

**OATH OF OFFICE**

City Attorney Bridget Nason administered the Oath of Office to City Council members Lilly Melander and Luke Schlegel who were elected to four-year terms on November 2nd, 2021.

**CONSIDER APPROVAL OF AGENDA**

City Council member Brainerd moved and City Council member Schlegel seconded the motion to approve the agenda as presented. The motion was unanimously approved.

**CONSIDER APPROVAL OF THE DECEMBER 7, 2021 CITY COUNCIL MEETING MINUTES**

City Council member Brainerd moved and City Council member Melander seconded the motion to approve the December 7, 2021 meeting minutes as presented. The motion was unanimously approved.

4. **PRESENTATIONS - None**
5. **DISCUSSION FROM THE AUDIENCE - None**
6. **CONSENT AGENDA**

City Council member Brainerd moved and City Council member Schlegel seconded the motion to approve the agenda as presented. The motion was unanimously approved. City Council member Brainerd said with approval of the Consent Agenda we memorialized the Findings of Fact and Reasons for denial for a zoning ordinance amendment relating to the impervious surface coverage ordinance. He motioned to have Staff revise the ordinance amendment to include a maintenance agreement and related annual inspections. He asked that the ordinance amendment be heard at a Planning Commission meeting as a public hearing and then be brought back to the City Council for a final vote. City Council member Melander seconded the motion and it was unanimously approved.

- 6a. **APPROVAL – Schedule Local Board of Appeal and Equalization Meeting for Wednesday, April 6, 2022 at 5:00 p.m.**

The annual Local Board of Appeal and Equalization meeting was scheduled for Wednesday, April 6, 2022 at 5:00 p.m.

- 6b. **APPROVAL – Resolution Approving the Acceptance of Gifts for the Fire Department.**

6. CONSENT AGENDA - Continued

Resolution 2022-01 a Resolution Approving the Acceptance of Gifts in the amount of \$25.00 for the Fire Department was approved.

6c. APPROVAL – Construction Pay Voucher No. 7 for Phase 4 East – Historic District Improvements in the amount of \$23,544.13 for T.A. Schifsky and Sons, Inc.

Construction Pay Voucher No. 7 in the amount of \$23,544.13 for the Phase 4 East Historic District Improvement Project for T.A. Schifsky and Sons, Inc. was approved.

6d. APPROVAL –I.R.S. Mileage

The I.R.S. mileage amount is increasing to 58.5 cents per mile effective January 1, 2022. The City Council approved the recommendation of City Staff to increase the mileage rate to this amount.

6e. APPROVAL –Resolution Memorializing the Findings of Fact and Reasons for Denial Relating to the Application for a Zoning Ordinance Amendment.

Resolution 2022-02 a Resolution Memorializing the Findings of Fact and Reasons for Denial Relating to the Application for a Zoning Ordinance Amendment Related to Use of Pervious Pavers was approved.

7. PUBLIC HEARINGS-None

8. STAFF REPORTS

8a. CONSIDER APPROVAL-Bill List

City Council member Brainerd moved and City Council member Schlegel seconded the motion to approve the bills as presented. The motion was unanimously approved.

9. ORGANIZATIONAL BUSINESS

9a. APPOINTMENTS– Council President, Liaisons to Finance, Parks, Planning, and Environmental Commissions, Law Enforcement Services, and Personnel Committee.

Mayor Marshall said that in January of each year, the City Council makes a number of annual appointments, one of which is for Council President/Acting Mayor. The Council President/Acting Mayor shall perform the duties of Mayor during the disability or absence of the mayor from the city or, in case of vacancy in the office of Mayor, until a successor has been appointed and qualifies.

City Council member Brainerd moved and City Council member Melander seconded the motion to approve the annual appointments outlined below. The motion was unanimously approved.

9. ORGANIZATIONAL BUSINESS – Continued

City Council President/Acting Mayor-Council member Richard Brainerd  
Finance Commission Liaison-Council member Luke Schlegel  
Parks Commission Liaison-Council member Lilly Melander  
Planning Commission Liaison-Mayor Jud Marshall  
Personnel Committee-Council members Richard Brainerd and Jane Schneeweis  
Environmental Commission-Council member Jane Schneeweis  
Law Enforcement Services-Council member Richard Brainerd

9b. APPOINTMENTS – Consultants – Accounting/Auditor, Assessor, Attorney, Engineer, Fiscal Consultant and Planner

City Council member Schlegel moved and Council member Melander seconded the motion to appoint the consultants as outlined below. It was recommended that the following language be included as a part of the motion for the aforementioned consultant positions:

*These individuals or firms, hereby appointed to be consultants for the City for 2022, are deemed to be independent contractors for the purposes of this appointment and shall be entitled to none of the benefits usually accorded regular City employees, including but not limited to severance pay, health and welfare, insurance benefits, retirement credits, worker's compensation coverage, or any other similar rights or benefits that would apply to present City employees.*

The City's consultants in 2022 are:

Accounting/Auditor – CliftonLarsonAllen  
City Attorney/General Council – LeVander, Gillen & Miller, P.A.  
City Attorney/Prosecuting – Eckberg Lammers Briggs Wolff & Vierling  
Engineer – WSB & Associates-John Sachi  
Fiscal Consultant – Ehlers and Associates  
Planner – WSB & Associates-Hannah Rybak

The motion was unanimously approved.

9c. SCHEDULE 2022 Regular City Council Meetings

The City Council currently meets on the first and third Tuesdays of each month, at 7:00 p.m. at City Hall. City Council member Brainerd moved and City Council member Melander seconded the motion to approve the following schedule for 2022. The motion was unanimously approved.

January	Tuesday, January 4 Tuesday, January 18
February	Wednesday, February 2 ** Tuesday, February 15

9. ORGANIZATIONAL BUSINESS – Continued

March	Tuesday, March 1 Tuesday, March 15
April	Tuesday, April 5 Wednesday, April 6 Board of Review Tuesday, April 19
May	Tuesday, May 3 Tuesday, May 17
June	Tuesday, June 7 Tuesday, June 21
July	Tuesday, July 5 Tuesday, July 19
August	Monday, August 1** Tuesday, August 16
September	Tuesday, September 6 Tuesday, September 22
October	Tuesday, October 4 Tuesday, October 18
November	Tuesday, November 1 Tuesday, November 15
December	Tuesday, December 6 Tuesday, December 20

\*\*Tuesday, February 1, 2022 is Caucus Night

\*\*Tuesday, August 2, 2022 is National Night Out

9d. DESIGNATION – Official Newspaper

City Council member Brainerd moved and City Council member Schlegel seconded the motion to designate the White Bear Press as the City's official newspaper for 2022. The motion was unanimously approved.

9e. DESIGNATION – Depositories

City Council member Brainerd moved and City Council member Schlegel seconded the motion to designate the depositories outlined below and authorize the City Administrator and

**9. ORGANIZATIONAL BUSINESS - Continued**

Finance Director to use others that are consistent with State Law. The motion was unanimously approved.

- Wells Fargo Advisors, Minneapolis, MN
- 4M Fund (PMA Financial Network, Inc.), Naperville, IL
- US Bank (4M Fund)
- CitiGroup Global Markets; Morgan Stanley/Smith Barney, Minneapolis, MN
- Ehlers Investment Partners, Minneapolis, MN
- Oppenheimer, Minneapolis, MN
- Peoples Bank Midwest
- RBC Capital Markets, LLC

**9f. AUTHORIZATION – Advertisement for Openings on Advisory Commissions**

City Council member Brainerd moved and City Council member Melander seconded the motion to advertise for the openings on the advisory commissions. The motion was unanimously approved. There are three openings on the Parks Commission, two openings on the Planning Commission, three openings on the Environmental Commission and three openings on the Finance Commission.

**9g. APPOINTMENTS – Council Liaisons to Willernie, Dellwood, Grant, White Bear Lake, Birchwood Village, Pine Springs, Century College, Mahtomedi School District, Washington County and an alternate to the Ramsey/Washington County Cable Commission.**

City Council member Schlegel moved and City Council member Melander seconded the motion to appoint the following as the 2022 City Council Liaisons:

City of Willernie- City Council member Richard Brainerd  
City of Dellwood-City Council member Jane Schneeweis  
City of Grant-Mayor Jud Marshall  
City of White Bear Lake-Mayor Jud Marshall and City Administrator Scott Neilson  
City of Birchwood Village-City Council member Lilly Melander  
City of Pine Springs-City Council member Luke Schlegel  
Century College-City Council member Richard Brainerd  
Mahtomedi School District-Mayor Jud Marshall  
Washington County-Mayor Jud Marshall and City Administrator Scott Neilson  
Alternate to the Ramsey/Washington County Cable Commission – City Council member Luke Schlegel

The motion was unanimously approved.

**9h. APPROVAL – Standing Rules of Procedure**

**9. ORGANIZATIONAL BUSINESS - Continued**

City Council member Brainerd moved and City Council member Schlegel seconded the motion to approve the Standing Rules of Procedure as presented. The motion was unanimously approved.

**10. REPORT FROM THE CITY ADMINISTRATOR**

City Administrator Scott Neilson said every two years the Council members, city staff and the city consultants participate in a Strategic Priority Planning Session. He is working with the facilitator to come up with a few dates for this meeting and will get back to the council to see what works for everybody. He said he attended a virtual meeting with MnDot regarding Highway 120. He said they have identified issues with the roadway and will be looking at improvements. He reminded the Council that this project is in the Capital Improvement Plan for 2026. He said MnDot is holding a virtual public engagement meeting on January 19, 2022. City Administrator Neilson said the food scrap program has been quite successful. We have had 151 households sign up.

Public Works Director Bob Goebel said there were 27 deer harvested during the hunts last fall. He stated that he will be working with Washington County to get a deer count this year.

Fire Chief Terry Fischer said they finished the year with 1049 calls. He said they had a busy December. He stated that we have advertised for the new full-time position and so far have received two applications.

**11. COMMENTS FROM THE CITY COUNCIL**

City Council member Brainerd said looking back at 2021 he was happy with what the City has completed. He thanked staff and the consultants for a good year and is looking forward to working with the new council members in 2022.

**12. CLOSED SESSION - None**

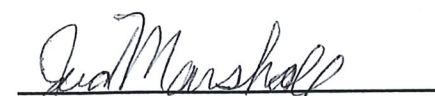
**13. ADJOURNMENT**

City Council member Brainerd moved and City Council member Melander seconded the motion to adjourn the meeting at 7:41 p.m. The motion was unanimously approved.

**ATTESTED:**

**APPROVED:**

  
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JERENE ROGERS, CITY CLERK

  
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JUD MARSHALL, MAYOR