

**MAHTOMEDI CITY COUNCIL
MINUTES
APRIL 5, 2022**

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

CONSIDER APPROVAL OF AGENDA

City Administrator Scott Neilson asked to add the Execution of the Plat of Wildwood Apartments with the change in owner to REE Mahtomedi Apartments LLC and the Execution of the release of Outlot A, Wedgewood Addition from the 2005 Development Contract for the plat of Wedgewood Addition as item 8e under Staff Reports and move the Bill List to item 8f.

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

CONSIDER APPROVAL OF THE MARCH 15, 2022 CITY COUNCIL MEETING MINUTES.

City Council member Melander moved and City Council member Schneeweis seconded the motion to approve the March 15, 2022 City Council meeting minutes as presented. The motion was unanimously approved.

4. PRESENTATIONS

City Council member Brainerd recognized Mahtomedi resident Kenny Jary. Kenny is known in town for riding his mobility scooter all over town with American flags displayed on his scooter. Kenny is a Navy veteran and worked at the Ford plant for 32 years. Kenny became a TikTok sensation when a video about his scooter being broken went viral. Kenny has received more than \$160,000 in donations which allowed him to buy a new scooter and to purchase scooters for other veterans in need. The City Council thanked Kenny for his service and for bringing positive attention to the City.

Mayor Jud Marshall thanked Finance Director Scott Schaefer for his efforts in the City receiving the Government Finance Officers Association Award for the 30th consecutive year. This award is for the Comprehensive Financial Report for the fiscal year end December 31, 2020.

5. DISCUSSION FROM THE AUDIENCE - None

6. CONSENT AGENDA

City Council member Schneeweis moved and City Council member Melander seconded the motion to approve the consent agenda as presented. The motion was unanimously approved.

6a. APPROVAL – Resolution Awarding Contract for 2022 Sanitary Sewer Lining Project to Insituform Technologies, USA, LLC with a Total Bid in the amount of \$236,743.70 and Authorizing the Mayor and City Administrator/City Clerk to Sign Said Contract.

6. CONSENT AGENDA - Continued

Resolution No. 2022-17 a Resolution Awarding Contract for 2022 Sanitary Sewer Lining Project to Insituform Technologies, USA, LLC with a total bid in the amount of \$236,743.70 and Authorizing the Mayor and City Administrator/City Clerk to Sign Said Contract was approved.

6b. APPROVAL – Resolution Awarding Contract for 2022 Street Improvement Project to OMG Midwest, Inc. with a Total Bid amount of \$829,992.43 and Authorizing the Mayor and City Administrator/City Clerk to Sign Said Contract.

Resolution No. 2022-20 a Resolution Awarding a Contract for the 2022 Street Improvement Project to OMG Midwest, Inc. with a Total Bid amount of \$829,992.43 and Authorizing the Mayor and City Administrator/City Clerk to Sign Said Contract was approved.

6c. APPROVAL – Acknowledge Completion of Probationary Period for Accounting Clerk Melissa Bohdan.

Melissa Bohdan has completed the six-month probationary period. Her supervisor, Finance Director Scott Schaefer has given her a six-month evaluation and recommends the City Council acknowledge the completion of the probationary period and increase her compensation one step. The City Council approved the recommendation.

6d. APPROVAL – Schedule Council Work Session for April 19, 2022 at 6:00 p.m. to discuss proposed Ordinance Licensing Massage Therapy Establishments.

The City Council approved scheduling a Council Work Session for April 19, 2022 at 6:00 pm. The City Attorney will be here to discuss the proposed Ordinance to License Massage Therapy Establishments.

6e. APPROVAL – Schedule Joint City Council/Planning Commission Work Session for April 13, 2022 at 5:30 p.m. to discuss a concept for the property located at 650 Wildwood Road.

A Joint City Council/Planning Commission Work Session for April 13, 2022 at 5:30 p.m. was scheduled. A developer would like to discuss a concept plan for the property located at 650 Wildwood Road. City Council member Brainerd will not be available for this meeting.

6f. APPROVAL – Hiring of Paid On-call firefighters.

Fire Chief Terry Fischer requested and received permission to begin the hiring process for Phillip Kohls and Faith Merz. The hiring will be contingent upon successful completion of the required psychological, physical assessments, and background check.

7. PUBLIC HEARINGS – None

8. STAFF REPORTS

8a. **CONSIDER APPROVAL – Request from GreenHalo Builds, LLC. on behalf of property owner Ronald Kadera, for a minor subdivision resulting in two lots at 1401 Harmony Drive and described as PID 29.030.21.22.0032.**

City Administrator Neilson said the City received an application from GreenHalo Builds, LLC on behalf of property owner Ronald Kadera for a minor subdivision at his property located at 1401 Harmony Drive.

City Planner Hannah Rybak said the applicant is requesting a minor subdivision to split the parcel into two lots. The total lot area is 26,981 square feet. She said both new lots will meet the required setbacks. She indicated that the developer will be required to pay a \$3,000 parkland dedication fee. She said the Planning Commission voted unanimous approval of the applicants' request.

City Engineer John Sachi said appropriate side, front and rear lot line drainage and utility easements will be required. He said the sanitary sewer and water available to this property is in Harmony Drive. He said the sanitary sewer only serves the northeastern portion of the parcel and is very shallow. He stated in order to serve the second home the sanitary sewer service would have to be a pumped system connecting to the existing sewer main in Harmony Drive. He said a final grading and erosion control plan will be evaluated during building permit review.

City Council member Schlegel asked who will be responsible for the maintenance of the sanitary sewer line.

City Engineer Sachi said the developer is responsible for the construction, the City will be responsible for the maintenance.

City Council member Brainerd moved and Council member Schneeweis seconded the motion to approve Resolution No. 2022-18 a Resolution Approving a Minor Subdivision at the Property Located at 1401 Harmony Drive, PID: 20.030.21.13.0075. The motion was unanimously approved.

8b. **CONSIDER APPROVAL – Request from Crown Castle USA Inc. for a conditional use permit to allow the co-location of six (6) new antennas on the existing telecommunications tower at 2111 Briarwood Avenue.**

City Administrator Neilson said the City is in receipt of an application from Crown Castle USA, Inc. for a conditional use permit to allow the co-location of six (6) new antennas on the existing telecommunications tower at 2111 Briarwood Avenue.

City Planner Rybak said the applicant is requesting a conditional use permit to co-locate six wireless communications antennas on top of an existing telecommunications tower, along with the installation of a mount to accommodate the new equipment. She said the original CUP was approved in 1999, for the tower and additional CUP approvals occurred in 2002, 2005 and 2007 for additional equipment. She said the Planning Commission recommended unanimous approval of this request.

8. STAFF REPORTS - Continued

City Council member Schlegel moved and City Council member Brainerd seconded the motion to approve Resolution No. 2022-19 a Resolution Approving a Conditional Use Permit to Install a Total of Six (6) Additional Antennas on the Existing Tower and Associated Ground Equipment on the Property Located at 2111 Briarwood Avenue North, PID: 20.030.21.21.0021. The motion was unanimously approved.

8c. CONSIDER APPROVAL – Development Contract for REE Mahtomedi Apartments, LLC Wildwood Apartments PUD Development Project.

City Administrator Neilson said the next three items relate to the new apartment building located at 830 Wildwood Road.

City Attorney Bridget Nason said the City Council is asked to consider approval of a Development Contract with REE Mahtomedi Apartments, LLC for the Wildwood Apartments PUD Development Project. She said this is a standard development contract that addresses the terms of the development, including park dedication fees, the development requirements and other conditions of approval imposed by the Council.

City Council member Schlegel said he was glad to see the sustainable building design measures included in the development contract.

City Council member Schneeweis moved and City Council member Brainerd seconded the motion to approve a Development Contract for REE Mahtomedi Apartments, LLC Wildwood Apartments PUD Development Project. The motion was unanimously approved.

8d. CONSIDER APPROVAL – Resolution Authorizing the Execution of a TIF Assistance Agreement.

City Administrator Neilson said the City received a financial assistance request to construct a 110 unit mixed income workforce housing apartment complex at 830 Wildwood Road. He said the developer requested pay-as-you-go tax increment financing to make the project financially feasible. He said the City evaluated the request and initiated public process to establish Tax Increment Financing District No. 8 to provide financial assistance. He said that 40% of the units must remain affordable to households at or below 60% of the area median income (AMI) until 2050. He said financial assistance will be a Pay-As-You-Go TIF Note for 15 years.

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve Resolution No. 2022-16 a Resolution Authorizing the Execution of a TIF Assistance Agreement. The motion was unanimously approved.

8e. CONSIDER APPROVAL – Execution of the Plat of Wildwood Apartments with the change in owner to REE Mahtomedi Apartments LLC and the execution of the release of Outlot A, Wedgewood Addition from the 2005 Development Contract for the plat of Wedgewood Addition.

8. STAFF REPORTS - Continued

City Attorney Nason said late last week the attorney for REE Mahtomedi Apartments, LLC contacted her regarding two outstanding issues identified by the developer. The first is the Plat of Wildwood Apartments previously approved by the Council listed the incorrect entity as the property owner. The second is the title work listed as an exception a Development Contract from the initial plat of Wedgewood Addition recorded against Outlot A, Wedgewood Addition, one of the development parcels. She said the City Council is asked to approve the execution of the plat of Wildwood Apartments with the correct entity listed as the owner of the property and to approve execution of a Release of Outlot A, Wedgewood Addition, from the 2005 Development Contract for the plat of Wedgewood Addition.

City Council member Schneeweis moved and City Council member Brainerd seconded the motion to approve the execution of the plat of Wildwood Apartments with REE Mahtomedi Apartments, LLC listed as the owner of the property and to approve execution of the attached Release of Outlot A, Wedgewood Addition, from the 2005 Development Contract for the plat of Wedgewood Addition. The motion was unanimously approved.

8f. CONSIDER APPROVAL – Bill List.

City Council member Schlegel moved and City Council member Schneeweis seconded the motion to approve the bill list as presented. The motion was unanimously approved.

9. REPORT FROM CITY ADMINISTRATOR

City Administrator Neilson said the Rite of Spring event will be held on April 23 at the middle school from 10:00 a.m. to 1:00 p.m. He said there will be a household hazardous materials drop off from 8:00 a.m. to 2:00 p.m. He said to see our website for specific information regarding the materials that will be accepted at the event.

Public Works Director Bob Goebel said 117 deer were counted during the fly-over this year. He said it looks like the deer migrated to the south.

City Council member Brainerd suggested scheduling a worksession with the DNR and the Metro Bowhunters to ask for guidance on how to handle the deer population since the deer hunt did not achieve what we wanted it to achieve.

Finance Director Schaefer said we are at the very end of the water meter change out program. He said we have completed nearly all of the change outs in about 4 years. He stated at this time there are 6 residential locations, 1 church, 3 irrigation meters and 2 schools that have to be changed out. He informed the City Council that final letters for shut-off will be going out to the 6 residents that haven't changed out their meters on April 11th with an April 25th shut-off date. He warned the Council that they may receive complaint calls regarding the shut-offs.

10. COMMENTS FROM THE CITY COUNCIL

City Council member Brainerd said we should anticipate a large turn-out on April 6th for the Board of Appeals meeting.

City Administrator Neilson said the increase in property values is not only in Mahtomedi. He said Washington County has an overall increase in values of 20% and they are not the only county with a substantial increase in values. He said the County is sending four assessors to our meeting. He stated we will have one assessor and one council member per table to hopefully speed up the process.

City Council member Brainerd, on behalf of the City Council wishes to send condolences to the family of Washington County Attorney Pete Orput. He said Pete was a wonderful man that did great work for the County. City Council member Schneeweis echoes this sentiment.

City Council member Schneeweis asked to remind residents to pick up after their dogs. She said this year has been pretty bad on the lake.

11. CLOSED SESSION - None

12. ADJOURNMENT

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to adjourn the meeting at 8:11 p.m. The motion was unanimously approved.

ATTESTED:



JERENE ROGERS, CITY CLERK

APPROVED:



JUD MARSHALL, MAYOR