

**MAHTOMEDI CITY COUNCIL  
MINUTES  
JUNE 16, 2020**

Mayor Jud Marshall convened the regular City Council meeting telephonically at 7:00 p.m. with Council members: Richard Brainerd, Jeff Ledermann, Jane Schneeweis, and Steve Wolgamot in attendance. City Administrator Scott Neilson, City Attorney Bridget Nason, City Engineers John Sachi and Nick Guilliams, City Planner Erin Perdu, Public Works Director Bob Goebel, Finance Director Scott Schaefer, and City Clerk Jerene Rogers were also in attendance.

**CONSIDER APPROVAL OF AGENDA**

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve the agenda as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

**CONSIDER APPROVAL OF THE JUNE 2, 2020 CITY COUNCIL MINUTES**

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve the June 2, 2020 City Council meeting minutes. The motion was unanimously approved by roll call vote: Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None

**4. PRESENTATIONS**

**4a. 5-Year Service Award-Thomas Schwichtenberg**

Public Works Director Bob Goebel thanked Tom for his service to the City and congratulated him on his 5-year anniversary.

**4b. Deer Management – Scott Noland, Minnesota Department of Natural Resources  
Dan Christensen, Deb Luzinski, and Joe Palen Metro Bowhunters Resource Base**

Scott Nolan said recent estimates from the deer surveys indicate 23 -28 deer per square mile. He said the recommendation is to have no more that 10 – 20 deer per square mile or a goal of 37 - 74 deer within Mahtomedi. He said there are different options available to control the deer population. The non-lethal options include an ordinance that states deer feeding is not allowed, deterrents and fencing. He said the Ordinance that the City has in place already prohibits deer feeding. He said removal management options could include a deer hunt during deer season or removal by special permit from the DNR.

Dan Christensen provided background information for the Metro Bowhunters Resource Base. He said this group was established to help local municipalities in the metro area control deer

**5. DISCUSSION FROM THE AUDIENCE - Continued**

numbers is a safe, efficient and cost effective manner. All of the hunters must receive certification through the MN DNR Bowhunter Education Program; they must demonstrate ongoing proficiency with their equipment by passing an annual shooting test. The shooting proficiency tests are conducted by several local archery shops. The hunter's must bring their test results to the orientation meeting for all hunts for which they are drawn. He said their hunters are required to have their own deer tags and they will take the deer they harvest.

City Council member Schneeweis stated that she would like to hear from the public before moving forward.

Public Works Director Goebel said he has flyover information from the past and he has kept a log of dead deer that his crew has picked up. He said we could get accident data.

City Administrator Neilson said that aside from the couple of residents that came in last fall, he rarely receives complaint calls.

City Council member Ledermann asked what the minimum area requirement would be for a hunt.

Mr. Palen said 3 – 5 acres are doable if all the neighbors agree. He said there is not a formula that is easily used.

City Council member Ledermann asked what the cost is.

Mr. Christensen said there is no cost associated with this type of hunt and there is no liability to the City. He said the MBRB has liability insurance that would cover any issues.

City Council member Brainerd stated that we heard a lot of information tonight. He would like public meetings to be set up to get input from our residents and then make a decision.

City Council member Ledermann thanked everybody for attending the meeting and providing information to the Council.

**6. CONSENT AGENDA**

City Council member Wolgamot moved and City Council member Brainerd seconded the motion to approve the Consent Agenda as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None.

6. CONSENT AGENDA - Continued

6a. APPROVAL – Change Order No. 1 – Phase 4 West Historic District Improvements.

Change Order No. 1 in the amount of \$85,840.00 for the Phase 4 West Historic District Improvements was approved. The change order includes the removal and replacement of rock and mortar retaining walls impacted by the construction of underground utilities and road improvements. A separate quote package was sent to several specialty contractors including the subcontractor for Geislinger and Sons, Inc. Only one quote was received at a cost of \$205,980.00. The cost received from the subcontractor for Geislinger and Sons, Inc. was \$85,840.00, so staff recommended execution of the change order to Geislinger and Sons, Inc.

6b. APPROVAL – Hiring of Paid On-Call Firefighter/EMT's.

Fire Chief Terry Fischer requested and received permission to hire Mike Eldred, Pam Mrozik, and David Aley. The hiring is contingent upon successful completion of the required psychological and physical assessments and background checks.

6c. APPROVAL – Construction Pay Voucher No. 1 for Dahlia Street Improvement Project in the amount of \$212,819.95 for T.A. Schifsky and Sons, Inc.

Pay Voucher No. 1 in the amount of \$212,819.95 for the Dahlia Street Improvement Project for T.A. Schifsky and Sons, Inc. was approved.

6d. APPROVAL – Construction Pay Voucher No. 1 for Phase 4 West – Historic District Improvements in the amount of \$394,430.97 for Geislinger and Sons, Inc.

Pay Voucher No. 1 in the amount of \$394,430.97 for the Phase 4 West Historic District Improvement Project for Geislinger and Sons, Inc. was approved.

6e. APPROVAL – Resolution Regarding Arbor Avenue One Way.

Resolution No. 2020-38 Approving Installation of One-Way Signs on Arbor Avenue between Juniper Street and Kale Street was approved.

6f. APPROVAL – Construction Pay Voucher No. 1 for 2020 Street Improvement Project, Birchwood Road/Lost Lake Court in the amount of \$221,549.08 for Meyer Contracting, Inc.

Pay Voucher No. 1 in the amount of \$221,549.08 for the 2020 Street Improvement Project, Birchwood Road/Lost Lake Court for Meyer Contracting, Inc. was approved.

6. CONSENT AGENDA - Continued

6g. APPROVAL – Bevins/Bichner/Talahi Easement Acquisitions.

Sanitary sewer easements for the properties on Talahi Drive and the watermain easements for properties on Bevins and Bichner Lanes were approved. The easements are needed as part of the Bevins/Bichner/Talahi Utility improvement project.

6h. APPROVAL – Resolution Approving Municipal State Aid Street Funds Advance.

Resolution No. 2020-35 Approving Municipal State Aid Street Funds Advance was approved. Municipal State Aid allows a City to advance money from up to 5 years' worth of future annual allotments. In order to fund the Dahlia Street Project and the construction contract for Dunbar Way as part of the Echo Lake Street Improvement in 2019, the City requests an advance of \$1,143,000.00 from future annual allotments.

6i. APPROVAL – Construction Pay Voucher No. 4 and Final for Forest Avenue Trail and Lake Links Trail Improvements in the amount of \$28,077.16 for Sunram Construction, Inc.

Pay Voucher No. 4 and Final in the amount of \$28,077.16 for the Forest Avenue Trail and Lake Links Trail Improvement for Sunram Construction, Inc. was approved.

7. PUBLIC HEARINGS - None

8. STAFF REPORTS

8a. CONSIDER APPROVAL – Request from Nick and Carrie Ardito for a Variance for a rear yard setback reduction for the purpose of constructing an addition to the home at 421 Elsie Inn.

City Planner Erin Perdu said the applicants are requesting a variance from the rear yard setback requirement for the purpose of constructing an addition on to their home. Their property is located on a cul-de-sac, which results in the lot being classified as a "corner lot". The addition will be constructed along the east wall of the existing home. It is proposed to be 14' x 28', totaling 392 square feet of additional living space.

The practical difficulty in this case is the existing configuration of the house within the context of the lot. The home was originally constructed right up to the minimum required setback on the east, west and south sides. It is placed almost exactly in the middle of the property. The only area where an addition could be constructed without the need for a variance is on the

**8. STAFF REPORTS – Continued**

north side. This is not feasible because an addition would have to connect to either the garage or the porch.

City Council member Brainerd moved and City Council member Wolgamot seconded the motion to approve Resolution No. 2020-36 a Resolution Approving a Variance to Allow for a Reduction in the Required Rear Yard Setback for the purpose of constructing an addition to the home at the property located at 421 Elsie Inn, PID: 29.030.21.12.0076. The motion passed by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot.

**8b. DISCUSSION – Resolution Awarding Contract for Aaron’s Playground Project to Odesa II, LLC with a Net Total Bid in the amount of \$64,470.00 and Authoring Approval to Purchase the Playground Equipment and Installation.**

City Administrator Neilson said this item was re-bid, with the playground equipment being purchased directly through the State purchasing program. He said the Markovitz family raised \$117,000.00 for this project, and Staff is recommending making a \$60,000.00 transfer from the Equipment Building and Replacement Fund to fund this project.

City Engineer Sachi said that by going out for quotes for this project there will be an approximate \$14,000.00 savings. He said approval for the transfer will be on the next council agenda.

City Council member Ledermann said this is a great project; however, he has concerns over the amount of money the City is contributing. He said this is not the best process to determine park investments.

Public Works Director Goebel said he underestimated the amount of the site work and grading. He said this park is by far the most used park in the City and this will be a great addition for the younger kids.

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve Resolution No. 2020-37 a Resolution Awarding a Contract for Aaron’s Playground Project to Odesa II, LLC with a Net Total Bid (Base Bid plus Alternate) in the amount of \$64,470.00 and Authorizing the Mayor and City Administrator/City Clerk to sign said contract, and Authorizing Approval to Purchase the Playground Equipment and Installation. The motion passed by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None.

8. STAFF REPORTS - Continued

8c. **CONSIDER APPROVAL – Resolution Adopting and Approving City of Mahtomedi COVID-19 Preparedness Plan.**

City Administrator Neilson said Governor Walz signed Executive Order 20-74 that requires government entities to adopt a COVID-19 Preparedness Plan by June 29, 2020. He said the Minnesota Department of Health, Employment and Economic Development and Industry Commissioners had been directed to provide additional guidance for critical businesses by June 15, 2020. He noted in Resolution 2020-39 there is a provision that authorizes the City Administrator to modify and amend the plan as necessary.

City Council member Brainerd asked to include disinfecting/sanitizing of the Council Chambers and conference room into the plan.

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to approve Resolution No. 2020-39 a Resolution Adopting and Approving City of Mahtomedi COVID-19 Preparedness Plan. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None.

8d. **CONSIDER APPROVAL – Appointment of Advisory Commission Members.**

The City Council held interviews for applicants for the Advisory Commissions at a work session earlier this evening and the recommendations for the appointments to the Advisory Commissions were brought forward. Two seats are available on the Planning Commission, two seats on the Environmental Commission, and three seats on the Finance Commission.

Council member Brainerd moved and Council member Ledermann seconded the motion to appoint:

Tony Chesak to the Planning Commission with a term to expire on March 31, 2023

Brandon Cass to the Environmental Commission with a term to expire March 31, 2023

Roger Humphrey to the Finance Commission with a term to expire on March 31, 2023

Peter Frank to the Planning Commission with a term to expire on March 31, 2022

The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None.

**8. STAFF REPORTS - Continued**

**8e. CONSIDER APPROVAL – Bill list.**

City Council member Wolgamot moved and City Council member Schneeweis seconded the motion to approve the bills as presented. The motion was unanimously approved by roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None.

**9. REPORT FROM CITY ADMINISTRATOR**

City Administrator Neilson said the City of Mahtomedi received Step 5 of the Greenstep program. He said we are one of only 18 cities to receive step 5. He thanked Bob Goebel and Jeannie Novak for all of their work helping the city achieve this designation.

City Administrator Neilson asked the Council if they would like to continue to use Zoom for their meetings or would they prefer to come into City Hall.

City Council member Ledermann suggesting waiting for in-person meetings until conditions in Minnesota have improved.

City Council member Brainerd agreed, he would like to discuss at a future meeting.

City Engineer Nick Guilliams gave an update of the current construction projects. He said residents that live on Oak, Neptune and Pine Streets and Tip Top Lane will be switched to their permanent water main later this week in the Phase 4 area. The gas company should be completed with their work by the end of the week. Highway 244 will be closed for Century Link to get their work done. The closure will last about a week. Newsletters continue to be mailed out regarding construction updates.

He said Lost Lake Court has been paved and sod and seed have been put down. He said there is a small issue with the Birchwood Road project. An Xcel Energy gas main structure needs repair. He said Xcel could not get in to do the work until June 29, so the project will be shut down until they finish their work, which could be two weeks.

He stated the pre-construction meeting for the Bichner, Bevins and Talahi Utility Extension Project is scheduled for Thursday, June 18<sup>th</sup>. He said notifications will go out to the residents in that area when we have a clearer timeline of when the work will begin.

City Engineer Guilliams said the curb and gutters will be poured this week for the Dahlia Street project and paving after that.

**9. REPORT FROM CITY ADMINISTRATOR – Continued**

Public Works Director Goebel said Hallam Park is taking shape. He said the grading is nearing completion and class five will be brought in soon. He said the playground equipment should be here next week.

**10. COMMENTS FROM THE CITY COUNCIL – Continued**

City Council member Brainerd asked to have a letter sent to the newly appointed Commission members.

City Administrator Neilson said he would be calling each of them.

City Council member Schneeweis asked about the progress of the Facebook page.

Public Works Director Goebel said there were some difficulties, but he is optimistic that it will be live next week.

**11. CLOSED SESSION - None**

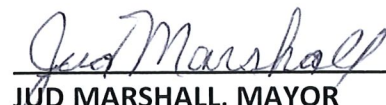
**12. ADJOURNMENT**

City Council member Brainerd moved and City Council member Schneeweis seconded the motion to adjourn the meeting at 8:57 p.m. The motion was unanimously approved by a roll call vote. Yea: Brainerd, Ledermann, Marshall, Schneeweis, Wolgamot. Nay: None.

**ATTESTED:**

**APPROVED:**

  
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JERENE ROGERS,  
CITY CLERK

  
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JUD MARSHALL, MAYOR