

MINUTES
MAPLE PLAIN CITY COUNCIL – WORKSHOP
MAPLE PLAIN CITY HALL
MAY 14, 2018
5:30 p.m.

1. CALL TO ORDER

Mayor Maas-Kusske called the workshop to order at 5:30 p.m.

Present: Mayor Julie Maas-Kusske, Councilmembers Dominic Broda, Caitlin Cahill, Mike DeLuca, and John Fay. Also Present: City Administrator Robert Schoen, City Planner Mark Kaltsas, and Assistant to the City Administrator Nicole Kathman.

2. ADOPT AGENDA

Motion by Councilmember Cahill, seconded by Councilmember Broda, to adopt the agenda with the additions. Motion passed, 5-0.

3. CONDITIONAL USE PERMIT/CODE ENFORCEMENT/CITY BLIGHT

City Administrator Schoen provided an update on the current code enforcement activity. Schoen shared that the City sent a letter to the property owner of 1654 Marsh Avenue and that the City has given him until May 23 to clean up and fix the violations. Schoen shared that in addition to this letter, He also delivered and mailed out letters regarding nuisance violations at 5009 and 5025 Independence with a deadline of May 18.

City Administrator Schoen also provided updates on compliance issues for conditional use permits. Schoen stated that he has been monitoring Bumps and that there have not been any complaints recently and that he needs to get a timeline for landscaping from Jim Shear. In regards to Collision Corner, Schoen stated that he was waiting for them to go through the Conditional Use Permit amendment process.

The City Council inquired about the code enforcement notification process and what can be done about properties that continually do not comply. Schoen stated the City talks with the owner and sends a letter promptly. Schoen stated that citations may be issued when noncompliance continues, but it is very hard to address nuisance through the City directly taking action.

The house on the corner of area of Halgren Road and Parkview Road, near the Public Works facility and 5275 Main St. E. for inoperable vehicles were noted as properties of concern.

4. SIGN ENFORCEMENT/MN BEEF COUNCIL SIGNAGE

City Administrator Schoen asked for direction from the City Council if City Staff should continue with code enforcement for temporary signage. The City Council directed City Staff to continue and to specifically follow-up with previous on-going violations.

City Administrator Schoen prefaced the discussion on the MN Beef Council signage by stating that he would not normally bring a variance to City Council before Planning

Commission, but he wanted to be able to give the applicant an indication before they invested the \$1,000 variance application cost.

City Planner Mark Planner provided an overview of the sign requested by the MN Beef Council. Kaltsas stated that MN Beef Council which is located in the Mixed Use- Downtown zoning district would like to install an electronic message sign to replace their current sign. Kaltsas explained to the City Council that signs with internal lighting are not allowed in the Mixed-Use- Downtown District which includes electronic message signs. In addition, the overall size of their size exceeds what is allowed and the portion of the sign that is electronic exceeds the allowed percentage of 25%.

City Planner Kaltsas also noted that the Planning Commission recommendation to change the sign ordinance to allow individualized letter internally lit signage in the Industrial, Mixed-Use- Budd Avenue, and Mixed-Use- Gateway zoning areas, but not the Mixed-Use Downtown district.

The City Council discussed the implications of allowing the sign in question. The City Council directed City Staff to advise MN Beef Council to not apply for a variance as the sign is too far outside of the guidelines and allowing it would set precedence.

5. RESOURCES

Councilmember DeLuca stated that some requests of the City Council are not being completed or prioritized as highly because of the big picture projects City Administrator Schoen is working on. Councilmember DeLuca asked the City Council if the City should hire additional staff to help or accept that some items may be delayed.

In order to assist in making a decision, the City Council requested City Staff to come back to the next workshop with a list of outstanding items and a list of each staff member's responsibilities.

6. WATER SALES

Councilmember DeLuca stated that the City of Maple Plain needs to come up with a plan on how to sell water and sewer services to developments in other cities specifically Independence. City Administrator Schoen replied that Met Council would provide sanitary sewers services, but the City is in a good position to sell water. Schoen stated he needs to work with the City Administrator of Independence to draft an agreement between the cities that address upfront water connection fees and monthly fees. Schoen noted that the fees would need to be enough to be revenue generating and that the City of Maple Plain would not subsidize the residents of Independence.

7. OPEN BOOK VS. BOARD OF EQUALIZATION

City Administrator Schoen asked the City Council for their opinions and direction on switching from having a Local Board of Appeal and Equalization to Open Book Meetings. Schoen stated that City Staff does not have a recommendation.

Councilmember DeLuca stated that he would like to keep the opportunity for citizens to

The City Council decided to maintain having a Local Board of Appeal and Equalization.

8. HISTORICAL MUSEUM AND JIMMY JOHNNY'S

City Administrator Schoen shared that the Historical Museum Committee approached the City and asked if the City will be supplying a portable toilet for the summer again this year. Schoen stated that it costs approximately \$700 to have a portable toilet by the museum in the summer and asked the City Council for direction on whether or not the City should it.

The City Council discussed having the museum ask Fit 24 for key fobs as an alternative option, but this would not provide access for public museum visitors. The City Council decided to fund the portable toilet again approximately Memorial Day to Labor Day.

9. WE CAN DONATION

City Administrator Schoen stated that the City of Maple Plain donated \$500 last year to WeCAN and asked the City Council if the City should donate again this year.

The City Council directed City Staff to have WeCAN come to a City Council meeting to give a presentation on service to Maple Plain residents. The WeCAN presentation and City Council's decision to donate will occur at two different meetings.

10. WATER TREATMENT PLANT AND WATER TOWER TOUR

The City Council discussed potential dates and times to have a water treatment plant and water tower tour. It was decided that it would be held on Wednesday, May 30 at 2 p.m.

11. CITY ADMINISTRATOR GOALS AND OBJECTIVES

12. CITY ADMINISTRATOR WEEKLY UPDATE

13. OTHER BUSINESS

Mayor Julie Maas-Kusske encouraged the City Council to consider attending the emergency/natural disaster preparedness and response training sponsored by the League of Minnesota Cities. City Administrator Schoen added that he could send last year's powerpoint to councilmembers if they are interested.

14. ITEMS FOR NEXT WORKSHOP

Councilmember Fay requested to discuss cleaning up the compost site at the next workshop.

15. ADJOURNMENT

Motion by Councilmember Broda, seconded by Councilmember Cahill, to adjourn the workshop. Motion passed, 5-0. Workshop adjourned at 7:15 p.m.

Respectfully submitted,

**Nicole Kathman
Assistant to the City Administrator**