

**MINUTES
MAPLE PLAIN CITY COUNCIL – WORKSHOP
MAPLE PLAIN CITY HALL
SEPTEMBER 24, 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 Attorney John Thames, City Engineer Dan Boyum, West Hennepin Public Safety Director Gary Kroells, and Assistant to the City Administrator Nicole Tingley.

2. ADOPT AGENDA

City Administrator Schoen requested to add 2018 Capital Projects under “Other Business.”

Motion by Councilmember Broda, seconded by Councilmember Fay, to adopt the agenda with requested addition. Motion passed, 5-0.

3. NORTHSIDE PARK PROPOSAL

City Planner Mark Kaltsas presented concept drawings for improvements to Northside Park. Kaltsas stated the purpose of this presentation is to hear City Council’s initial comments, questions, and concerns as well as share the timeline and process.

Kaltsas provided an overview and description of the features shown on the park drawings including the Veterans Memorial, walkways, new picnic shelter, and bandshell. Kaltsas asked the City Council for their feedback and thoughts.

The City Council provided multiple points of feedback. The City Council emphasized the desire for simplicity and low maintenance. Comments included having a closed band shelter that is not undersized, addressing gaps between the limestone/concrete benches, and exploring a local artist option for the center of the Veterans Memorial. In addition, decorate concrete should be used instead of pavers and a fire place should not be included in the picnic shelter.

City Administrator Schoen stated that he would like to ensure that the designs are ADA compliant.

West Hennepin Public Safety Director Kroells commented that the Veterans Memorial should be above ground level so that people do not walk through it.

The City Council directed Mark Kaltsas to bring the concept drawings to the Parks Commission at their next meeting on October 15 as well as host an open house for the project in late October.

4. MAPLE RIDGE DRIVE ADDITIONAL CURB WORK

City Administrator Schoen explained that the curb work currently proposed for Maple Ridge Drive will not solve all of the drainage issues. Schoen estimated that it would cost \$15,000 - \$20,000 more for additional work to the curb. City Council directed City Staff to complete additional curb work as necessary to ensure proper drainage.

5. PARK AND PLANNING COMMISSION JOB DESCRIPTION

Assistant to the City Administrator Tingley shared position descriptions for Parks Commission Member and Planning Commission Member and asked for feedback. The City Council approved of the descriptions but noted a couple of grammatical errors. Tingley noted that a future workshop, she would bring back a discussion on the number of members for each commission and appointments for members.

6. 1350 BUDD AVE PROPERTY CONDITION REPORT

City Administrator Schoen stated that City Staff is concerned with the conditions of 1350 Budd Ave. Schoen explained that there is outdoor storage occurring when no outdoor storage is permitted. Schoen added that this outdoor storage included potentially hazardous materials on a property that is paved entirely which may be leading to environmental pollution. Schoen shared that the City is planning on conducting a fire inspection and requesting a list of materials on-site.

West Hennepin Public Safety Director Kroells stated that the business at 1350 Budd Avenue is a seal coating/paving company. Kroells shared that he has contacted the Minnesota Pollution Control Agency and the Minnehaha Watershed District about these concerns. Kroells also stated this concerns him as Emergency Management Director in regard to fires as well.

City Attorney Thames explained dependent on the outcome/results of the fire inspection that the City could follow the 463 process and order immediate abatement.

The City Council directed City Staff to keep them informed of progress on this issue.

7. TRANSPARENCY WITH THE PUBLIC

City Administrator Schoen discussed distributing City Council packets and the timing. Schoen stated that it is difficult to have all materials ready by Wednesdays. After discussion, City staff was directed to have packets sent on Wednesday and if an item is not ready then it will have to wait for the next meeting. City Council also directed staff to post packets online on Wednesdays.

City Administrator Schoen asked if the City Council would like to record City Council Workshops to promote transparency. No direction was given on this item.

8. CITY ADMINISTRATOR GOALS AND OBJECTIVES

9. CITY ADMINISTRATOR WEEKLY UPDATE

10. OTHER BUSINESS

A. 2018 Capital Projects

City Administrator Schoen shared a map with City Council that shows street patching for this year. Schoen explained that Drake Street and Parkview Road will be completed this fall after construction.

11. ITEMS FOR NEXT WORKSHOP

Mayor Maas-Kusske shared that Springsted staff will be at the workshop on October 8th to go over the Staffing Study.

12. ADJOURNMENT

Motion by Councilmember Cahill, seconded by Councilmember Broda, to adjourn the workshop. Motion passed, 5-0. Workshop adjourned at 6:59 p.m.

Respectfully submitted,

**Nicole Tingley
Assistant to the City Administrator**