

**MINUTES**  
**MAPLE PLAIN CITY COUNCIL – REGULAR MEETING**  
**MAPLE PLAIN CITY HALL**  
**October 22, 2018**  
**7:00 P.M.**

**1. WELCOME**

**2. CALL TO ORDER**

**Mayor Maas-Kusske called the meeting to order at 7:00 p.m.**

Present: Mayor Julie Maas-Kusske, Councilmembers Dominic Broda, Mike DeLuca, and John Fay. Also Present: City Administrator Robert Schoen, City Attorney John Thames, City Engineer Dan Boyum and West Hennepin Public Safety Director Gary Kroells.

Absent: Councilmember Caitlin Cahill

**3. PLEDGE OF ALLEGIANCE**

**4. ADOPT AGENDA**

**Motion by Councilmember Fay, seconded by Councilmember Broda, to adopt the agenda. Motion passed, 4-0.**

**5. CONSENT AGENDA**

- A. October Accounts Payable
- B. CC Minutes 9-24-18 Business Meeting
- C. CC Minutes 9-24-18 Workshop
- D. CC Minutes 10-8-18 Workshop
- E. Pay Request #2 2018 Street Reconstruction Project

Councilmember Fay requested to remove items A and E for discussion and questions.

**Motion by Councilmember Broda, seconded by Councilmember DeLuca, to approve Consent Agenda items B,C, and D. Motion passed, 4-0.**

Councilmember Fay asked if the amount was correct for the \$0.05 invoice from Lano. Schoen stated that he would take a look into it.

Councilmember Fay inquired about the donation to Orono Community Education for the 2018 Summer Recreation Program. The City Council decided that Orono Community Education should present to the City Council before receiving this donation.

Councilmember Fay asked City Engineer Boyum for clarification on Pay Request #2 for the 2018 Street Reconstruction Project. Specifically Fay asked why some quantities were above 100% and how costs can be maintained for the project. City Engineer Boyum explained that the material/unit quantities are estimates so some are overestimated and some are underestimated. Boyum added that the Engineering Construction Inspector works with the contractor to verify all amounts.

**Motion by Councilmember Fay, seconded by Councilmember Broda, to approve October Accounts Payable and Pay Request #2. Motion passed, 4-0.**

**6. ADMINISTRATIVE REPORTS**

- A. City Engineer October Monthly Report
- B. City Planner October Monthly Report
- C. West Hennepin September Monthly Report
- D. Public Works October Monthly Report
- E. City Administration October Monthly Report

Mayor Maas-Kusske requested to further discuss the Public Works October Monthly Report.

**Motion by Councilmember DeLuca, seconded by Councilmember Broda, to approve A, B, C, and E as written. Motion passed, 4-0.**

Mayor Maas-Kusske asked why Public Works cleared debris after an accident on Highway 12 in Independence and not the State of Minnesota or Independence Public Works. Schoen answered that the Fire Department requested our Public Works equipment that Independence does not have. West Hennepin Public Safety Director Kroells answered that the State blocked off the road, but did not bring equipment, so Maple Plain Public Works was used to clear the road faster.

Next in regards to working on the security lights at Rainbow Park, Mayor Maas-Kusske asked if there was anything the City could do to lower the brightness of the lights to address resident concerns. Schoen stated he would look into it.

**Motion by Councilmember Broda, seconded by Councilmember Fay, to approve the Public Works October Monthly Report. Motion passed, 4-0.**

**7. PUBLIC HEARING**

- A. 2018 Street Reconstruction Assessment Role Public Hearing

City Engineer Boyum started off by giving a presentation that covered the following topics:

- Updated project schedule
- Project costs and city formula for special assessments
- The special benefit analysis
- Proposed assessment roll, interest rates, and terms of assessment, and typical yearly payment

**Motion by Councilmember Broda, seconded by Councilmember DeLuca, to open the public hearing. Motion passed, 4-0.**

Residents then had the opportunity to share comments and ask questions. The first resident to speak was Jim Brown of 1718 Howard Avenue. Brown asked what type of curb was being installed and why. Boyum answered that barrier curbs are being installed based on public works and resident feedback.

The next resident to speak was Adam Gabdois of 4900 Independence Street. Gabdois asked if there were concerns with the temperatures for paving. Boyum answered that paving can be completed until around Thanksgiving and that the City will be monitoring to make sure the gravel is not frozen and curbs are covered if needed. Gabdois then asked about draitile services and the placement of the stub. Boyum answered that the Engineering Construction Inspector would be working with property owners to determine the placement of the stubs on Independence when street work begins. Finally, Gabdois asked about assessments for corner lots in which one side is being constructed on and the other is not. Schoen stated that City Staff is drafting a policy and will bring it to City Council in November.

The last resident to speak was Russ Jerde of 4845 Independence Street. Jerde asked about the exposed agate at the end of his driveway being replaced with normal cement. City Administrator Schoen explained that driveway aprons are being replaced with a standard apron and that residents can have it upgraded at their own cost. Jerde clarified that he believes that the tearing up of this portion of his driveway may be negligence on the part of the contractor. Schoen and Boyum answered that they would have the Construction Inspector take a look at it. Finally, Jerde asked about large mounds of clay that were left at the end of his driveway on Saturday night. Boyum responded that the contractor should be leveling of and regrading the area before leaving the site. Boyum added that residents can always contact himself or the Constructor Inspector with issues like this even on the weekend.

**Motion by Councilmember DeLuca, seconded by Councilmember Fay, to close the public hearing. Motion passed, 4-0.**

**8. NEW BUSINESS**

- A. Resolution 18-1022-01 A Resolution Approving the 2018 Street Reconstruction Assessment Roll.

City Administrator Schoen explained this is a resolution to approve the amounts of the special assessments for the 2018 Street Reconstruction Project.

Councilmember Fay thanked City Staff for their work on this and complimented the transparent and open process.

**Motion by Councilmember DeLuca, seconded by Councilmember Fay, to approve Resolution 18-1022-01.**

**Roll Call Vote:**

**Fay: Aye**

**DeLuca: Aye**

**Maas-Kusske: Aye**

**Broda: Aye**

**Motion passed 4-0 with Councilmember Cahill absent.**

- B. Resolution 18-1022-02 A Resolution Adopting the Hennepin County All-Hazard Mitigation Plan.

West Hennepin Public Safety Director Kroells stated Hennepin County Emergency Management began drafting this plan in 2015 with the help of all cities. Kroells explained that this plan identifies all of the County's major hazards or critical infrastrucutres and provides guidance to reduce negative impacts of hazardous events. Kroells added that this plan allows the County (and City) to receive FEMA funding.

**Motion by Councilmember Broda, seconded by Councilmember Fay, to approve Resolution 18-1022-02.**

**Roll Call Vote:**

**DeLuca: Aye**

**Maas-Kusske: Aye**

**Broda: Aye**

**Fay: Aye**

**Motion passed 4-0 with Councilmember Cahill absent.**

- C. Resolution 18-1022-03 A Resolution to Increase the City Contribution to the Fire Relief Association.

Fire Relief President Ray McCoy stated in 2014/2015, the Fire Relief Association completed a study and put together a long range plan for the lump sum payment amount. McCoy stated this is the fourth year of the five year plan and Fire Relief Board is requesting a \$100 increase from \$2,700 to \$2,800 per year of service.

Councilmember DeLuca stated that the financial health of the Fire Relief Association is very good and that we need to continue to keep it at over 100% funded.

**Motion by Councilmember DeLuca, seconded by Councilmember Broda, to approve Resolution 18-1022-03.**

**Roll Call Vote:**

**Maas-Kusske: Aye**

**Broda: Aye**

**Fay: Aye**

**DeLuca: Aye**

**Motion passed 4-0 with Councilmember Cahill absent.**

- D. Discuss and Approve a Perfomance Based Spot Bonus for Fire Chief Justin McCoy

City Administrator Schoen stated that the he is recommending a \$2,000 performance based spot bonus for Fire Chief Justin McCoy.

Councilmember Broda shared that he believes that Fire Chief McCoy should be receiving an increase in his yearly stipend as recommended by the Fire Commission. Broda stated that he believes that this bonus sends the message that the City does not value the Fire Chief and does not trust he will continue to perform well. Broda added that the City has the ability to call for a performance review for the Fire Chief at anytime

and it is an at-will position so performance can be addressed if it is an issue with the current chief or a future chief.

Councilmember DeLuca asked for Schoen to review the Fire Department payroll schedule for next year. Schoen shared that firefighters will receive \$13.25 hourly for any work with the Fire Department, which is a raise of \$0.25. Schoen added that Chief McCoy recommended this and no increase in stipend pays for the assistant chiefs and himself. Schoen clarified that at this time it is not proposed to increase Fire Chief McCoy's stipend for 2019 when asked by Councilmember Broda.

Councilmember Broda inquired why the recommendation to give Chief McCoy a spot bonus outranks the recommendation of the Fire Commission to raise the stipend. City Administrator responded that a Fire Chief stipend raise was not passed as a part of the pay schedule for 2018 so the thought was to include this into a discussion for 2019 budget which is now occurring.

Councilmember Maas-Kusske commented that it is important to acknowledge the other ways of recognizing his hard work including adding a chief's vehicle.

Councilmember Broda commented that he sees this spot bonus as sufficient for 2018, but would like to discuss a stipend increase for 2019 at a future meeting.

**Motion by Councilmember Broda, seconded by Councilmember Fay, to approve a \$2,000 performance based spot bonus for Fire Chief Justin McCoy. Motion passed, 4-0.**

E. Discuss Proposals to Replace the Public Works F350 and F150 Work Trucks

City Administrator Schoen stated that he is proposing to replace the 2010 Ford F350 and the 2004 Ford F150 with a 2019 Ford F350 and a 2019 Ford F550 due to wear and tear, maintenance costs, and the current trade in value. City Administrator Schoen stated that it would cost \$88,000 for both trucks after the trade-in value of \$19,000. Schoen added that the funds would come out of the Capital Equipment Fund leaving \$305,315 in the fund.

Councilmember Fay stated that the vehicles in these bids are not identically equipped therefore they are not comparable. Councilmember DeLuca added that the City needs to determine the desired specifications for the trucks and bid that out to three places.

Councilmember DeLuca also asked if the State bid was considered. Schoen stated it had not been evaluated.

Councilmember Fay commented that he agrees that the F350 should be replaced with a F550, but that the F150 does not need to be replaced.

Based on the differences in the vehicle specifications, City Administrator Schoen stated he recommends waiting to purchase the vehicles. Schoen noted that this would come back to City Council next spring or summer due to the timing of vehicle buildout.

**9. COUNCIL REPORTS & OTHER BUSINESS**

A. City Council Reports

Councilmember Broda shared that he attended a Fire Commission meeting earlier in October where they discussed the replacement of an engine tanker. Broda noted this will be replaced in 2019.

Councilmember Fay shared that he attended the first Party in the Park Committee meeting for 2019 and noted the event will be happening June 1, 2019. Fay noted that they are seeking volunteers to plan the event and secure sponsors.

Councilmember DeLuca shared that he attended the Fire Relief Association. DeLuca complimented both the fire and police departments and thanked them for their service. Additionally, DeLuca stated that he attended two personnel committee meetings. One was to discuss fire department compensation and the other was to discuss the rollout of the recently completed staffing study.

Mayor Maas-Kusske stated that Councilmember Cahill sends her regrets that she could not attend. Maas-Kusske shared that she attend the Regional Council of Mayors meeting, Highway 12 Safety Coalition press conference, West Hennepin Chamber of Commerce Meeting, and the Northwest League of Municipalities meeting. Maas-Kusske also added that the West Hennepin Chamber Boo Market will be on Saturday, October 27 from 10 am to 1 pm in the Forkless parking lot. Finally, Maas-Kusske noted that the Fire Department Steak Fry and the Steve Rose Bench Dedication were also held within the last month.

**10. VISITORS TO BE HEARD**

- A. *Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.*

**11. ADJOURNMENT**

**Motion by Councilmember DeLuca, seconded by Councilmember Broda, to adjourn the meeting. Motion passed, 4-0. Meeting adjourned at 8:30 p.m.**

**Respectfully submitted,**

**Nicole Tingley  
Assistant to the City Administrator**