

MINUTES
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
February 26, 2018
7:00 P.M.

1. WELCOME

2. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 7:07 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, City Planner Mark Kaltsas, West Hennepin Public Safety Director Gary Kroells, and Assistant to the City Administrator Nicole Kathman.

3. PLEDGE OF ALLEGIANCE

4. ADOPT AGENDA

Councilmember Cahill requested to pull Item A “Accounts Payable” from the Consent Agenda.

Councilmember Fay requested to table Item B “February 5, 2018 City Council Workshop Minutes” until the a later City Council Meeting.

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

5. CONSENT AGENDA

~~A. Accounts Payable~~

~~B. February 5, 2018 City Council Workshop Minutes~~

C. December 18, 2017 City Council Business Meeting Minutes

D. December 18, 2017 City Council Workshop Minutes

Motion by Councilmember Fay, seconded by Councilmember Cahill, to approve the Consent Agenda. Motion passed, 5-0.

6. ADMINISTRATIVE REPORTS

A. City Engineer January and February Monthly Report

City Engineer Boyum shared what he has been working on during the months of January & February including Well No. 4, plan design and an open house meeting for the 2018 Street Improvements project, sharing information with the Elim Property developer, figure drawings for the Comprehensive Plan, and a water supply plan checklist.

Motion by Councilmember Cahill, seconded by Councilmember Broda, to accept the City Engineer January and February Monthly Report. Motion passed, 5-0.

B. City Planner January and February Monthly Report

City Planner Kaltsas highlighted what projects he has been working on including the Baker Park Property Redevelopment, meeting with the Downtown Developer, Comprehensive Plan, and day-to-day projects including ordinance updates and discussing properties with owners.

Motion by Councilmember Cahill, seconded by Councilmember Fay, to accept the City Planner January and February Monthly Report. Motion passed, 5-0.

C. West Hennepin December and January Monthly Report

West Hennepin Public Safety Director Kroells stated for 2017 there were a total of 8,266 incident complaints, 3,055 of which were in Maple Plain, and 4,163 in Independence. Kroells noted that this was 447 incidents less than last year.

Kroells stated that for January 2018 there were a total of 516 incident complaints, 202 of which were in Maple Plain, and 283 in Independence. Kroells highlighted the following January 2018 cases: burglary on January 9, escort on January 12, School Bus Stop Arm Violation on January 12, Suicidal on January 13, Medical on January 30, and 3rd Degree DWI on January 31.

Motion by Councilmember DeLuca, seconded by Councilmember Broda, to accept the West Hennepin December and January Monthly Report. Motion passed, 5-0.

D. Public Works January and February Monthly Report

City Administrator Schoen noted several projects the Public Works Department has been working on including, but not limited to snowplowing, ballfield rock replacement, contacting Vessco for chlorine line replacement and calibrating chlorine meters, and water treatment plant tank maintenance and cleaning.

Mayor Maas-Kusske asked why the ballfield rock was placed in the winter. City Administrator Schoen replied he would check with public works.

Mayor Maas-Kusske also asked City Administrator Schoen to discuss sidewalk maintenance responsibility. City Administrator Schoen stated businesses are responsible for clearing snow off of the sidewalks.

E. City Administration January and February Monthly Report

City Administrator Schoen what City Administration has been working on including, but not limited to amending many City ordinances, completion of the audit process, new City website, and communications for the 2018 construction project.

Mayor Maas-Kusske shared that she heard from Bonnie from Abdo, Eick, and Meyers who complimented staff on their preparedness and responsiveness during the audit.

Motion by Councilmember Cahill, seconded by Councilmember Broda, to accept the Public Works January and February Monthly Report and the City Administration January and February Monthly Report. Motion passed, 5-0.

7. NEW BUSINESS

A. Accounts Payable

The City Council asked about specific payments:

Councilmembers inquired about the expenditures for OPEG-3 and Belayhost. City Administrator Schoen replied the invoice for OPEG-3 was for Laserfiche annual fees and that Belayhost email filtering is still needed with Google.

Councilmember DeLuca asked about the Benjamin Franklin Plumbing Inspection fees, business cards, and the ball field rock. Assistant to the City Administrator Kathman explained the Benjamin Franklin invoices for inspections completed last year, but payment was delayed as the inspections were not completed to a sufficient standard. City Administrator Schoen explained that the cards were for Public Works employees, and clarified that the ballfield rock was delivered recently.

Motion by Councilmember Broda, seconded by Councilmember Fay, to approve Accounts Payable. Motion passed, 5-0.

B. Hennepin County Sports Grant Agreement

City Administrator Schoen shared that the City was awarded a Hennepin County Youth Sports Equipment Grant for permanent bases at Rainbow Park, field rakes, and portable pitching bounds in the amount of \$3,715. Schoen also noted that as a part of the application Orono Baseball Association committed \$800 and Orono Softball Association committed \$300. Schoen summarized the grant agreement specifically noting that the City will pay for the equipment upfront and get reimbursed.

Councilmember Broda thanked Assistant to the City Administrator Kathman for her work on this grant.

Motion by Councilmember Broda, seconded by Councilmember DeLuca, to approve the Hennepin County Sports Grant Agreement (Contract No: A178456). Motion passed, 5-0.

C. Ordinance 290 Removing Employee Liquor Licensing Requirements for Establishments with Liquor Licenses

City Administrator Schoen noted this ordinance is to remove the existing requirement for employees of establishments with liquor licenses to be licensed individually. Schoen noted that the license process is a background check by West Hennepin Public Safety and that only way an application can be denied is if the employee has a previous criminal history that includes selling alcohol to underage minors.

Councilmember Broda asked for confirmation that with ordinance what is being enforced at a city level is also being enforced at a county and state level. City Administrator Schoen confirmed this.

Councilmember Fay inquired Chief Kroells of his opinion. Kroells stated that he thought that removal of the requirement would be a good idea. Kroells noted that this change would shift the responsibility of completing background and reference checks for their

employees back to the business owners. Kroells stated he felt confident removing this and noted he did not know of another city with this requirement.

Motion by Councilmember Broda, seconded by Councilmember Cahill, to approve Ordinance 290.

The City Council discussed the removal of this requirement and shared their opinions:

Councilmember DeLuca commented that he was not in favor of removal noting that the background check requirement has worked.

Councilmember Broda shared his concern that police department time was being used for these background checks.

Councilmember Cahill commented that she thought that the background check requirement was overregulating businesses.

Roll Call Vote:

Cahill: Aye

Fay: Aye

DeLuca: Nay

Maas-Kusske: Aye

Broda: Aye

Motion passed, 4-1.

D. Ordinance 291 Ordinance To Eliminate City Oversight Of Employee Training In Establishments With An “On-Sale” Liquor License

City Administrator Schoen stated this ordinance is to remove the requirement for the City Council and West Hennepin Public Safety to approve employee training for the selling or serving of alcohol.

Motion by Councilmember Cahill, seconded by Councilmember Fay, to approve Ordinance 291.

The City Council discussed the removal of this requirement and shared their opinions:

Councilmember DeLuca commented that training should be maintained as a requirement.

Councilmember Cahill shared her concern that the City Council approving training brings liability to the City.

Councilmember Broda asked Chief Kroells for his opinion. Kroells stated that he did not know if West Hennepin Public Safety has ever approved training. Kroells also shared that West Hennepin Public Safety offers training for serving alcohol and would continue to do so with or without the ordinance requirement.

Roll Call Vote:

Fay: Aye

DeLuca: Nay

Maas-Kusske: Aye

Broda: Aye
Cahill: Aye
Motion passed, 4-1.

E. Ordinance 292 Fee Schedule

City Administrator Schoen stated that the proposed fee schedule does not include an increase from \$250 to \$500 for a Wine & Beer On-Sale License as originally drafted for a City Council Workshop. Schoen noted this was because of additional requirements for changing liquor license fees.

Councilmember Cahill asked for clarification regarding Residential Building Permit Fees. Assistant to the City Administrator Kathman determined the table headers for this section should read "Amount" instead of "Current Amount" and "Notes" instead of "Proposed Amounts" which answered her question.

Councilmember Fay commented that changing the liquor license fees is not urgent.

Motion by Councilmember Fay, seconded by Councilmember Cahill, to approve Ordinance 292.

Roll Call Vote:
DeLuca: Aye
Maas-Kusske: Aye
Broda: Aye
Cahill: Aye
Fay: Aye
Motion passed, 5-0.

F. Resolution No. 18-0226-01 – Approving Plans and Specifications and Ordering Advertisement for Bids for 2018 Street & Utility Improvements

City Engineer Boyum summarized the background and steps already taken on this project. Boyum provided an overview of the project noting the locations, work to be completed, estimated cost, and the alternate in the bid.

The City Council asked questions regarding the project and plans:

Councilmember Cahill inquired if having the projects on one bond would increase the assessment amounts for Howard and Independence residents. City Administrator Schoen confirmed that it would not.

Councilmember Fay asked for confirmation that the costs for the draitile alternate for the draitile connection would be the responsibility of the property owners. Boyum confirmed this.

Councilmember Fay expressed his concern to dig the draitile more deep than necessary. City Engineer Boyum explained that the 6 foot depth is conservative, but there has been issues in this area in the past. Boyum stated that once a contractor is chosen they could determine how much money it would save to have it more shallow.

City Administrator Schoen recommended to the City Council to have the draitile deep due to the level of the water table.

Councilmember Broda asked what the cost difference would be for 5 foot draitile and 6 foot draitile. City Engineer Boyum estimated \$600.

Motion by Councilmember Fay, seconded by Councilmember Broda, to approve Resolution 18-0226-01.

Councilmember DeLuca commented that City staff needs to make Parkview and Maple Ridge Drive residents aware of tree removal necessary for the project.

Roll Call Vote:

Broda: Aye

Cahill: Aye

Fay: Aye

DeLuca: Aye

Maas-Kusske: Aye

Motion passed, 5-0.

G. Payment Request No. 3 & Final – WTP Deep Well No. 4 Connection

City Engineer Boyum stated the contractor has finished punch list items and recommended approval of Payment Request No. 3 & Final in the amount of \$16,584.41. Boyum stated that it does include the change order.

Councilmember Fay asked for confirmation that the change order was approximately \$6,500 and the project was under budget by approximately \$6,500. Boyum confirmed this.

Councilmember DeLuca complimented City Staff on the completion of this project noting how it provides long term water capacity.

Motion by Councilmember DeLuca, seconded by Councilmember Cahill, to approve Payment Request No. 3 & Final. Motion passed, 5-0.

8. COUNCIL REPORTS & OTHER BUSINESS

A. City Council Reports

Councilmember Cahill shared she attended the Elected Officials Conference, the Fire Department Awards Night, and the Swearing In of Officer Cody Thompson.

Councilmember Fay shared he attended the Fire Department Awards Night, the Swearing In of Officer Cody Thompson, and a Pioneer-Sarah Creek meeting. Councilmember Fay also shared that he has been working on fundraising for Orono Rotary to host a street dance to raise funds for Veterans Memorial Park.

Councilmember DeLuca shared he attended the Fire Relief Board Meeting and the Open House for the Howard Avenue and Independence Street project.

Councilmember Broda shared he attended the Fire Commission Meeting in January and the Fire Department Awards Night. Councilmember Broda also shared that Maple Plain

Community Church is hosting an Easter Egg Hunt on Saturday, March 31 in Northside Park and is open to anyone.

Mayor Maas-Kusske shared she attended the Northwest Hennepin League meeting, the Regional Council of Mayors meeting, and Police Commission annual drug task force meeting.

9. 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.

Judy Sutherland of 4865 Main St. E. commented that she appreciated having the snow plowed in the middle on Main Street so they do not have to plow more than once. Sutherland also shared that during the fire at Collision Corner, the fire hydrant by K-Bid did not work. Sutherland asked if there were many hydrants throughout the City without water. City Administrator Schoen stated that there were not and that this was the first time he had heard of this fire hydrant not working. Schoen also noted that every year all hydrants are flushed.

10. ADJOURNMENT

Motion by Councilmember DeLuca, seconded by Councilmember Broda, to adjourn the meeting. Motion passed, 5-0. Meeting adjourned at 8:20 p.m.