

**MINUTES**  
**MAPLE PLAIN CITY COUNCIL – WORKSHOP**  
**MAPLE PLAIN CITY HALL**  
**February 5, 2018**  
**6:15 p.m.**

**1. CALL TO ORDER**

**Mayor Julie Maas-Kusske called the workshop to order at 6:15 p.m.**

Present: Mayor Julie Maas-Kusske, Councilmembers Dominic Broda, Caitlin Cahill, and John Fay. Also Present: City Administrator Robert Schoen, City Engineer Dan Boyum, and Assistant to the City Administrator Nicole Kathman.

Absent: Councilmember Mike DeLuca

**2. ADOPT AGENDA**

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

**3. UTILITY WATER PIPE REPLACEMENT ALONG HWY 12**

City Engineer Dan Boyum stated while valves were being placed along the force main pipe on Highway 12 from Halgren to Pioneer, they noticed signs of deterioration and corrosion in the pipes. Boyum provided information on the pipes that was originally discussed with the City Council during the October 23 workshop. Boyum highlighted the following:

- Pipe and soil samples were sent to the Ductile Iron Pipe Research Association this past fall. They determined that the soils are corrosive to the pipe and also the pipe soil resistivity is very low.
- Force main pipe from Halgren Rd to the west end of City was replaced in 2011 due to similar issues.
- Valves added in 2017 allow some options for keeping system running from east or west of the treatment plant if there is a break in the future.

Boyum outlined three different options: Option 1- Replace water main from Halgren to Pioneer for \$216,800, Option 2- Wait for first break to happen then replace piping for \$227,000, and Option 3- Adding cathodic protection to pipes with a unknown cost. Boyum stated that cathodic pipe is not a long term solution as it degrades over time and potentially could cost the same as replacement. Additionally, Boyum noted that the estimates included taking a look at the force main west of Halgren and that the project would be bid out with the 2018 Street & Utility Improvements project if Option 1 was chosen.

City Administrator Schoen stated that the City has \$240,000 in previous bond dollars that could be used to pay for this project. Schoen noted that these dollars are limited to public infrastructure projects. It was clarified these funds can be used to pay off bonds.

Councilmember Fay asked about the cost of \$3,000 to abandon the water main pipe. Boyum explained that the pipes are typically filled with sand which is this cost. He added that alternatively they can be left empty, but they may collapse in the future causing shifting in the ground.

Councilmember Fay inquired if completing the projects together would save on mobility costs. Boyum confirmed that it would.

Councilmembers stated they wanted to be proactive and not wait for a water main break to happen. In addition, councilmembers discussed the possibilities for funding the project including a combination of previously bonded dollars and bonded dollars for the 2018 Street & Utility Improvement Project. City Council expressed that they wanted all councilmembers there to make the decision on financing. Councilmember Cahill requested more information on the financial impact of the different funding options.

City Council gave City Staff the direction to move forward with including this project as a part of the bid package for the 2018 Street & Utility Improvement Project. In regards to financing the project, it was determined that City Administrator Schoen will provide City Council more information on the options for a decision to be made at the next City Council Workshop.

#### **4. SIGN COMPLIANCE ALONG HWY 12**

Items 4 & 5 were combined into one discussion.

City Administrator Schoen shared that the Mayor and himself went out and visited a business owner in regards to sign compliance. During this conversation one pattern that emerged is that business owners are upset about enforcement, but are reaching out to the Chamber instead of the City. Schoen proposed the idea of a business commission as a way to provide an opportunity for businesses to share their concerns and create an open line of communication.

Councilmembers discussed the format of the meetings. Councilmembers decided the meeting would be quarterly. The City wishes for these meetings to be a comfortable place for businesses to share their thoughts, successes, and challenges as a business owner in the community. These meetings would be open to the public. City Council asked City Administrator Schoen to bring back more information to propose an exact format for these meetings.

City Council directed City Administrator Schoen to start collecting email addresses of businesses with the purpose of sending out notices and information to businesses via email updates.

Furthermore, City Council also expressed there needs to be a softer approach for initially approaching/notifying business owners of sign violations indicating that meeting with business owners directly first is a good idea.

#### **5. BUSINESS COMMISSION**

See Item 4 above

#### **6. WATERSHED UPDATE**

Councilmember Fay provided an update on items from the Pioneer-Sarah Creek Watershed Management Commission. Fay shared his remarks at the December Pioneer-Sarah Creek Watershed Management Commission meeting in regards adding projects to

their Capital Improvement Plan. Fay stated that he shared that the City of Maple Plain has drafted a CIP that includes a total road and infrastructure projects every 3 years that addresses issues such as storm drains and proper elevation for stormwater runoff.

Fay also shared that the City of Maple Plain has the opportunity to be listed as a partner for the Baker Campground Ravine Stabilization Project as Maple Plain handles drainage for a small portion of the park. Fay noted there would be no cost to the City. City Council provided the direction to include the City of Maple Plain as a partner.

## **7. CITY BLIGHT**

Councilmember Fay shared his concerns of blight in the City of Maple Plain and the need to address it. Fay proposed addressing blight with a three-year window of implementation. In 2018, City Staff would identify properties and Council would approve new or tightening ordinances to address blight and in 2019 and 2020 City Staff would work on education, compliance, and enforcement.

City Council expressed favor towards a gradual approach starting with identifying properties to focus on and educating through face to face conversations. City Council gave City Staff the direction of having Planning Commission review the City Code sections that relate to nuisance and blight as a first step.

Councilmembers then discussed programs to help homeowners make improvements and fix up homes. City Council was open to outside programs and organizations such as Love, Inc., but do not want City programs in place.

## **8. I AND I TELEVISION EQUIPMENT**

Councilmember Fay stated that I&I or Inflow & Infiltration remains to be an issue in the City's sewer lines. Councilmember Fay expressed that it would be a good idea for the City to purchase equipment to inspect residential lines instead of contracting it out.

Councilmembers discussed having some type of program in place in the future to require the residents to have their lines inspected. City Administrator Schoen stated that the City can require lines to be inspected, but not necessarily by the City.

City Council directed City Staff to look into purchasing equipment for sewer televising equipment for the purpose of identifying I&I in both city lines and residential lines. City Council also decided would like have some type of program in place to require residents to have their lines inspected in the future and to work towards having residents fix their lines with the exact approach yet to be determined.

## **9. ALCOHOL TRAINING IN CITY CODE**

Assistant to the City Administrator Kathman stated that the City Staff is ready to move forward with brining removal of City Code Section 110.40 which relates to employee licensing to a City Council meeting as directed in November. Kathman stated that when she discussed the change of revising 110.32(A) by removing "The training shall be provided by an organization approved by the Council and shall be approved by West Hennepin Public Safety" which relates to the alcohol selling and serving training for employees, City Attorney Thames had a comment. Kathman shared that Thames stated with the removal, there is not an ability to decline or review training so if the Council wants there to be any discretion

the language could read something like “The training shall be satisfactory to the City Administrator.”

City Council provided the direction of bringing forth to the next City Council meeting to remove 110.40 and 110.32(A) entirely from the City Code.

Kathman also stated that City Code 110.50 through 110.55 relate to Municipal Liquor Stores and is recommended for removal. Councilmembers stated that this section has language that makes it applicable only if there are municipal liquor stores and therefore is fine to keep in.

## **10. SETTING MEETINGS**

City Administrator Schoen asked to confirm the date and time of Tuesday, February 20 at 7:00 pm for the public gathering to review the 2018 Street & Utility Improvement project plans. City Council set this meeting date.

City Administrator Schoen inquired about a date for his review and asked about Monday, February 12 as the workshop is cancelled. City Council agreed to hold the review at 4 pm or 7 pm dependent on what works for Councilmember DeLuca.

City Administrator Schoen stated that he would like to have a policy in place for setting meeting times as he does not want to be put in the position to pick which councilmembers attend meetings. City Administrator Schoen stated he would draft a policy for the City Council to review at an upcoming workshop.

## **11. CITY ADMINISTRATOR GOALS AND OBJECTIVES**

## **12. CITY ADMINISTRATOR WEEKLY UPDATE**

## **13. OTHER BUSINESS**

Councilmember Broda stated that the Parks Commission recommended removing the section of City Code that prohibits alcohol in the parks and asked about when it will come to City Council. City Administrator Schoen stated it will be brought to City Council at an upcoming meeting.

## **14. ITEMS FOR NEXT WORKSHOP**

Councilmember Fay inquired about the Water Treatment Plant Tour. City Administrator Schoen stated he will set up a tour with Public Works.

Councilmember Fay requested that a review on the City’s Health Insurance Plan take place.

## **15. ADJOURNMENT**

**Motion by Councilmember Broda, seconded by Mayor Maas-Kusske to adjourn the workshop. Motion passed, 4-0. Meeting adjourned at 8:15 p.m.**

Respectfully submitted,

Robert Schoen  
City Administrator