



**CITY COUNCIL MEETING MINUTES**  
**October 16, 2017**  
**7:00pm**

**1) Call to Order**

Mayor Whalen called the meeting to order at 7:00 p.m.

**a) Pledge of Allegiance**

**b) Introductions:**

City Council: Mayor Lisa Whalen, Patricia Thoele, Pam Mortenson, Mike Molitor and Shannon Bruce; Staff: City Administrator Michael Barone, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Paul Falls, HR/Communications Coordinator Cassandra Tabor, City Clerk Kris Linquist and Public Works Superintendent Gary Peters; Consultants: City Attorney David Anderson, Kennedy & Graven and City Engineer Paul Hornby, WSB Engineering.

Absent: None

**c) Approval of Agenda**

Motion by Bruce, seconded by Thoele to approve the agenda as presented.

Motion carried 5-0. Absent: None

**2) Special Presentations**

**a) Update on Waconia School District Projects and Video – Superintendent Patrick Devine**

Mr. Devine presented a Video and updated the Council on Waconia School District 110 projects.

**b) 3<sup>rd</sup> Quarter Financial Update**

Grimm overviewed the third quarter financial update.

**c) Metropolitan Council Environmental Services (MCES) Emergency Sewer Replacement Project starting October 17 and impact of City's Enchanted Lane/ Tuxedo Road Reclamation Road Project**

Jeannie Clancy, Chris Remus, Tim O'Donnell and Tom Buchal from MCES overviewed the emergency project they are proposing and the impact it will be on the City's improvement project.

Bruce Hauglid, 3770 Enchanted Ln, is disappointed in the project and the timing of the project.

Alyce Vogel, 3770 Enchanted Ln, had concerns with the project starting so late in the year. She commented that there are dust abatement issues and there are many unhappy residents in the area.

**3) Persons to Be Heard - None**

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**4) Consent Agenda**

- a) **Approve Work Session Meeting Minutes from October 2, 2017**
- ~~b) Approve Regular Meeting Minutes from October 2, 2017~~
- c) **Res. No. 174-17 Approve Claims**
- d) **Res. No. 175-17 Approve Probation Completion for Jesse Szykulski, Building Official**
- e) **Res. No. 176-17 Approve and Award Street Sweeping Contract for 2018**
- f) **Res. No. 177-17 Approve and Award Lawn Fertilization and Weed Control Contract for 2018-2020**
- g) **Res. No. 178-17 Approve and Award Lawn Mowing and Mowing Related Services Contract for 2018-2020**
- h) **Res. No. 179-17 Approve Extension of Variance Approval for Minnetrista Baptist Church**

Molitor requested that item 4b) Approve Regular Meeting Minutes from October 2, 2017.

Motion by Molitor, seconded by Mortenson to approve the consent agenda with the exception of item 4b.

Motion carried 5-0. Absent: None

**4b) Approve Regular Meeting Minutes from October 2, 2017**

Molitor stated that on page 3 under the Public Hearing when Cari Ahlstrom & Paul Berg spoke, it should state that “3465 Tuxedo Rd only has a garage on it...” not 3515 Tuxedo Road.

Motion by Molitor, seconded by Bruce to Approve Regular Meeting Minutes from October 2, 2017 as amended.

Motion carried 5-0. Absent: None

**5) Public Hearings- None**

**6) Business Items**

- a) **Res. No. 183-17 Approve First Amendment to the Preliminary Agreement for Woodland Cove 3<sup>rd</sup> Addition**

Anderson presented the Staff Report found in the City Council packet dated October 16, 2017. Highlights included:

- Mattamy Minneapolis LLC has requested an amendment to the Preliminary Development Agreement to authorize additional work.
- On August 7, 2017, the City approved a Preliminary Development Agreement to authorize the grading of the property.
- The Agreement strictly limits the work the developer is authorized to perform.
- The additional work requested is the extension of a sanitary sewer line from the eastern boundary of the 3<sup>rd</sup> Addition to Lotus Drive.
- The City holds a \$1.5 Million Letter of Credit.

Motion by Thoele, seconded by Mortenson to Adopt Resolution No. 183-17

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Authorizing Execution of the First Amendment to the Preliminary Development Agreement between the City and Mattamy Minneapolis LLC.  
Motion carried 5-0. Absent: None

**b) Res. No. 184-17 Approve Purchase of SolarBee Mixing Aerators for Water Towers**

Peters presented the Staff Report found in the City Council packet dated October 16, 2017. Highlights included:

- The current mixers do not meet the specifications by the Department of Health.
- Mixers are installed to keep the water moving during the winter months to prevent ice buildup in the tanks.
- The new mixers will not only keep the water moving in the winter months but will be used year round to mix the water in the tank to limit water age and deterioration of disinfection chemicals during the year.

Motion by Bruce, seconded by Thoele to Adopt Resolution No. 182-17 Approving the Purchase and Installation of two SolarBee GS-9 Mixing Units from Badger State Inspections at a total cost of \$31,000.

Motion carried 5-0. Absent: None

**c) Res. No. 184-17 Approve Promotion of Cassandra Tabor to Director of Administration**

Barone presented the Staff Report found in the City Council packet dated October 16, 2017.

Highlights included:

- Ms. Tabor currently holds the HR/Communications Coordinator title.
- Ms. Tabor has been successful in her current role.
- Her current and proposed positions were assessed by George Gmach and it was determined that she is currently demonstrating competency in all areas of the Director of Administration role.
- Her salary would increase from \$31.89/hr. (\$66,331.20 annually) to \$38.00/hr. (\$79,040 annually)

There was discussion on whether this type of promotion was warranted.

Motion by Thoele, seconded by Mortenson to Adopt Resolution No.184-17 Promoting Cassandra Tabor to Director of Administration, effective October 17, 2017.

Motion carried 3-2. Opposed: Molitor and Bruce. Absent: None

**7) Administrative Items**

**a) Staff Reports**

i) City Administrator

- Community Survey Results next meeting
- There will be three weeks between meetings

ii) HR/Communications Coordinator

- Students on Commission update

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**b) Council Reports**

- i) Mayor Lisa Whalen
  - Personnel Committee meeting
  - Gillespie Board meeting
  - NW League
  - MWSD
- ii) Patricia Thoele
  - Personnel Committee meeting
  - Planning Commission on 10/23
- iii) Pam Mortenson
  - WCC on 10/12
  - Tree Lighting in Mound on 11/18
- iv) Mike Molitor
  - LMCD
- v) Shannon Bruce
  - Parks Commission on 10/10

**8) Adjournment**

Motion by Bruce, seconded by Mortenson to adjourn the meeting at 8:48 p.m.  
Motion carried 5-0. Absent: None

Respectfully submitted,

Kris Linnquist, MMMC, CMC  
City Clerk