



CITY COUNCIL MEETING MINUTES
April 16, 2018
7:00pm

1) Call to Order

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

a) Pledge of Allegiance

b) Swearing In of John Tschumperlin to City Council

c) Introductions:

City Council: Mayor Lisa Whalen, Pam Mortenson, Mike Molitor, Shannon Bruce and John Tschumperlin; Staff: City Administrator Michael Barone, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Paul Falls, Director of Administration Cassandra Tabor and City Clerk Kris Linquist; Consultants: City Attorney Ron Batty, Kennedy & Graven and City Engineer Paul Hornby, WSB Engineering.

Absent: None

d) Approval of Agenda

Mayor Whalen added item 6d) Adopt Resolution approving Forensic Coring for three additional roads that were discussed at the Work Session and item 6e) Adopt Resolution approving 2018 Sealcoating project.

Motion by Bruce, seconded by Molitor to approve the agenda as amended.

Motion carried 5-0. Absent: None

2) Special Presentations

a) Woodland Cove Update

Paul Robinson with Woodland Cove overviewed the past year progress of Woodland Cove.

3) Persons to Be Heard - None

4) Consent Agenda

a) Approve Regular Council Meeting Minutes from March 19, 2018

b) Approve Work Session Meeting Minutes from April 2, 2018

c) Approve Regular Council Meeting Minutes from April 2, 2018

d) Res. No. 61-18 Approve Claims

e) Res. No. 62-18 Accept Resignation of John Tschumperlin from Planning Commission and elevate Paul Stone from Planning Commission Alternate to Planning Commissioner

f) Res. No. 63-18 Approve Extension of the Preliminary Plat of Highlands on Whaletail Lake

Motion by Mortenson, seconded by Bruce to approve the Consent Agenda Items as presented.

Motion carried 5-0. Absent: None

5) Public Hearings – None

6) Business Items

a) Lotus Drive Improvement Project Agreements

Abel overviewed the staff report that was included in the packet dated April 16, 2018. Highlights included:

- Metropolitan Council is doing infrastructure improvements along County Road 44.
- Mattamy Minneapolis recognizes that the Lotus Drive project must be completed in conjunction with the completion of other public improvements

There was discussion about turn lanes onto Lotus Drive.

i) Res. No. 64-18 Approve Agreement with Metropolitan Council and ii) Res. No. 65-18 Approve Agreement with Mattamy

Motion by Mortenson, seconded by Tschumperlin to Adopt Resolution No. 64-18 Approve Cooperative Agreement with Metropolitan Council for the Construction of Lotus Drive and the St. Bonifacius L24 Force Main and Adopt Resolution No. 65-18 Approve an Infrastructure Agreement with Mattamy Minneapolis, LLC for the Construction of Lotus Drive and the St. Bonifacius L24 Force main. Motion carried 5-0. Absent: None

b) Res. No. 66-18 Approve Construction Observation Proposal with Foth Infrastructure & Environment, LLC for Lotus Drive Improvement Project

Hornby overviewed the staff report that was included in the packet dated April 16, 2018.

Highlights included:

- This would be for Professional Construction Engineering Services for the Lotus Drive Improvements as part of the Woodland Cove 3rd Addition public improvements.
- Foth is the MCES consultant and staff recommends using them for the construction phase services of construction observation and management of the improvements, as they are the engineer of record.
- Fees are estimated at \$118,380 for the work described and timeframes as stated in the packet. Foth stated that amount could be used as a not to exceed amount.
- WSB is estimating engineering oversight for on-site meetings, construction progress meetings and general construction assistance to Foth in the amount of \$24,000.
- The developer is responsible for covering all City costs associated with construction of the improvements.

Motion by Mortenson, seconded by Molitor to Adopt Resolution No. 66-18 Approving a Professional Services Agreement with Foth Infrastructure & Environment, LLC for Lotus Drive Improvements as part of Woodland Cove 3rd Addition with a not to exceed amount of \$118,380 and with city engineer (WSB & Associates, Inc.) oversight, estimated cost of \$24,000.

Motion carried 5-0. Absent: None

c) Res. No. 67-18 Approve Change Order No. 1 – Enchanted Ln/Tuxedo Rd and Grand View Improvement Projects, CP 04-16 & CP 08-16

Hornby overviewed the staff report that was included in the packet dated April 16, 2018.

Highlights included:

- Valley Paving submitted a number of additional work orders which were reviewed. Additional grading work was required after the initial grading to adjust the roadway profile to drain as intended.
- Engineering staff confirmed additional work to the city portion of the projects is \$17,766.89, work orders amounting to \$7,669.43 were sent to the Met Council for direct payment to the contractor, and an additional claim for \$1,309 in additional engineering costs invoiced to the city were related to the Met Council, for direct reimbursement to the city.

There was discussion on when the project will be finalized this spring.

Motion by Bruce, seconded by Mortenson to Adopt Res. No. 67-18 Approve Change Order No. 1 for Enchanted Ln and Tuxedo Rd Improvements and Grand View Avenue Improvements in the amount of \$17,766.79 with a contract amount from \$693,845.69 to \$711,612.58.

Motion carried 5-0. Absent: None

d) Res. No. 68-18 Approve Professional Services for Forensic Coring

This item was added at the beginning of the meeting, brought forward from the Work Session meeting on April 16, 2018.

At the Work Session meeting, Council discussed additional forensic sampling, study and report for the bituminous roadways for the 2018 Mill and Overlay Improvement Project.

The following roadways will be sampled:

- Hunters Court south of Hunters Trail
- Pheasant Crossing west of Hunters Trail
- Glacier Court south of Glacier Road
- Forest Court south of Turtle Creek Blvd
- Turtle Road south of Turtle Creek Blvd
- Stone Creek Court east of Turtle Road
- Northhome Drive north of Turtle Road
- Eagle Nest Drive between Turtle Creek Blvd and Turtle Road

Motion by Tschumperlin, seconded by Molitor to Adopt Resolution No. 68-18 Approving Professional Services for Forensic Coring, Study and Report for Hunters Court, Pheasant Crossing, Glacier Court, Forest Court, Turtle Road, Stone Creek Court, Northhome Drive and Eagle Nest Drive, not to exceed the amount of \$5,000. Motion carried 5-0. Absent: None

e) Res. No. 69-18 Approve 2018 Sealcoat Project, CP 01-18

This item was added at the beginning of the meeting, brought forward from the Work Session meeting on April 16, 2018.

At the Work Session meeting, Council discussed not to hold up the 2018 Sealcoat Improvement Project while other CIP items were being reviewed.

The following roadways were suggested for the 2018 Sealcoat project, CP 01-18:

- Lakeside Circle and Drive north of Halstead Drive
- Pinnacle Way east of Halstead Drive
- Wind Ridge Trail south of County Road 110 N
- Crest Ridge Court north of Minneapolis Avenue
- Bayside Lane south of Court
- Sunnybrook Circle, Drive and Lane

Motion by Molitor, seconded by Mortenson to Adopt Resolution No. 69-18 Approving the 2018 Sealcoat project, CP 01-18

7) Administrative Items

a) Staff Reports

i) City Administrator

- Next meeting – May 7th
- Welcomed Tschumperlin and upcoming meetings with Staff
- Police Supervisors accepted contract will be presented at next meeting
- Mound Fire Department meeting update
- Recognition presentation for Patricia Thoele – May 7, 2018

ii) Community Development Director

- 2040 Comprehensive Plan update
- March 13, 2018 Park Commission update regarding 5685 North Arm Drive – Old Mildred Banks property
- Opheim update regarding noise issue

iii) City Clerk

- Incumbent clarification

iv) Director of Administration

- Personnel Changes: Building Inspector(s)

b) Council Reports

i) Mayor Whalen

- Thanked Public Works and Police for continued service during the recent storm
- Personnel Committee
- Regional Mayors meeting
- NW League
- Gillespie Board meeting
- Pioneer-Sarah Creek designation
- State of the County address

ii) Pam Mortenson

- WCC

The City of Minnetrista will deliver quality services in a cost effective and innovative manner; and provide opportunities for a high quality of life while protecting natural resources, maintaining rural character, while effectively managing growth.

- Personnel Committee
- State of the County address
- Trista Day
- Spirit of the Lakes celebration

iii) Mike Molitor

- LMCD

iv) Shannon Bruce

- Pioneer-Sarah Creek Watershed District
- Mound Fire Department meeting

v) John Tschumperlin

- Orientation meetings with Staff

8) Adjournment

Motion by Mortenson, seconded by Bruce to adjourn the meeting at 8:25 p.m.
Motion carried 5-0. Absent: None

Respectfully submitted,

Kris Linqvist, MMMC, CMC
City Clerk