



**CITY COUNCIL MEETING MINUTES**  
**September 17, 2018**  
**7:00 p.m.**

**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, Pam Mortenson, Mike Molitor, Shannon Bruce and John Tschumperlin; Staff: City Administrator Michael Barone, Finance Director Brian Grimm; Community Development Director David Abel, Sergeant Pat Cummings, Director of Administration Cassandra Tabor, Public Works Superintendent Gary Peters and City Clerk Kris Linquist; Consultants: City Attorney Ron Batty, Kennedy & Graven, City Engineer Alyson Fauske and Assistant City Engineer Adam Gadbois, WSB Engineering.

Absent: Public Safety Director Paul Falls

Barone introduced the new City Engineer Alyson Fauske and Assistant City Engineer Adam Gadbois, both with WSB Engineering. Fauske and Gadbois both gave brief background information on themselves.

**c) Approval of Agenda**

Bruce requested to add a discussion item regarding the 2012 WSB contract and staff change. She feels that the contract needs to be reviewed.

Mayor Whalen commented that it could be brought back to a work session after staff and the city attorney has time to review and potentially make modifications to the existing contract.

Motion by Mortenson, seconded by Tschumperlin to approve the agenda as presented.

Motion carried 5-0. Absent: None

**2) Special Presentations - None**

**3) Persons to Be Heard**

J. Ned Dow, 1120 Marina Drive, has concerns with the parking on Marina Drive especially during High School events. He commented that it has become a safety issue.

Barone commented that he has spoken to School District Superintendent Borg about meeting with the district to discuss the Sunnyfield Road project and will talk to them at that time about the parking issue with Marina Drive.

Tom Notch, 1250 Morningview Drive, has concerns with the packet item regarding the soil boring proposal from S.E.H. He commented that the City should consider hiring its own Civil Engineer. He would like the City to do a Request for Proposal (RFP) for both Engineering and Attorney services.

#### **4) Consent Agenda**

- a) Approve Work Session Meeting Minutes from August 6, 2018**
- b) Approve Work Session Meeting Minutes from September 4, 2018**
- ~~**c) Approve Regular City Council Meeting Minutes from September 4, 2018**~~
- ~~**d) Res. No. 128-18 Approve Claims**~~
- e) Res. No. 129-18 Approve Step Increase for Nick Rettke, Public Works Maintenance Worker**

Mortenson requested to have item 4c) Approve Regular City Council Meeting Minutes from September 4, 2018 and Molitor requested item 4d) Res. No. 128-18 Approve Claims from the consent agenda.

Motion by Mortenson, seconded by Bruce to approve the Consent Agenda Items with the exception of Items 4c and 4d.

Motion carried 5-0. Absent: None

#### **4c) Approve City Council Meeting Minutes from September 4, 2018**

Mortenson requested this item be removed from the consent agenda to offer clarification to comments from the September 4, 2018 Council meeting.

Motion by Mortenson, seconded by Tschumperlin to Approve the City Council Meeting Minutes from September 4, 2018 as presented in the packet.

Motion carried 5-0. Absent: None

#### **4d) Res. No. 128-18 Approve Claims**

Molitor requested this item be removed from the consent agenda to have the payment to CalAtlantic be held until they have completed their punch list items.

Motion by Molitor, seconded by Mortenson to Approve Res. No. 128-18 Claims as presented in the packet. Directed staff to hold the check for CalAtlantic Homes in the amount of \$21,000 until improvements have been completed.

Motion carried 5-0. Absent: None

#### **5) Public Hearings - None**

#### **6) Business Items**

##### **a) Soil Boring Proposal from S.E.H. for the Water Tower Project Discussion**

City Administrator Barone presented the staff report from the September 17, 2018 agenda packet.

Highlights included:

- A proposal to perform a preliminary geotechnical investigation at the Lisle Park site for the purposes of constructing a new water storage facility.
- This would be the first step in evaluating the ultimate feasibility of the proposed Lisle Park site.

- S.E.H. has developed a detailed geotechnical work plan for each project alternative (Alternate Task 1: Ground Storage or Alternate Task 2: Elevated).
- Proposed Fees:
  - ♦ Alternate Task 1: \$10,301
  - ♦ Alternate Task 2: \$11,016

Mayor Whalen commented that she feels the City should hold an open house before authorizing soil borings for any site. This open house will be for all residents of Minnetrista.

There was discussion on what options will be discussed at the open house. The council wants to be sure the public be kept well informed about the water storage facility whether it be above ground or in ground.

Miles Jensen from S.E.H. overviewed the proposal that was included in the packet.

There was discussion on whether pilings would be required for building an in ground storage tank. Jensen commented that footings would be required below the frost line if pilings were not required.

There was discussion about disrupting the neighbors during the construction period.

Molitor commented that from what has been presented, the site with four lots would be the best option to present to the public depending on the results of the soil boring samples.

There was discussion on when the City could hold a public open house regarding the water storage facility. Staff will bring back some possible open house dates for council consideration.

No action was taken at this time.

## **7) Administrative Items**

### **a) Staff Reports**

#### **i) City Administrator**

- Four meetings left for the year
- Will not be at the October 1, 2018 meeting
- October 3, 2018 Hearing regarding lawsuit with Scott Qualle

#### **ii) Community Development Director**

- Red Oak development update
- Planning Commission meeting liaison – Bruce
- Parks Commission meeting liaison - Tschumperlin

#### **iii) Public Works Superintendent**

- Halstead Drive update

b) Council Reports

i) Mayor Lisa Whalen

- Request for Roads CIP be on the Work Session agenda for October 1, 2018
- Nothing else to report

ii) Pam Mortenson

- WCC meeting

iii) Mike Molitor

- Did not attend the LMCD meeting

iv) Shannon Bruce

- Pioneer Sarah Creek Watershed District meeting cancelled

v) John Tschumperlin

- Nothing to report

**8) Adjournment**

Motion by Mortenson, seconded by Molitor to adjourn the meeting at 8:12 p.m.

Motion carried 5-0. Absent: None

Respectfully submitted,

Kris Linqvist, MMMC, CMC  
City Clerk