

**REGULAR MEETING
OF THE COUNCIL OF THE
CITY OF VADNAIS HEIGHTS
APRIL 5, 2017**

The regular meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Mayor Fletcher at 7:04 p.m.

ROLL CALL

Upon roll call, the following members were present: Mayor Bob Fletcher, Councilmembers: Terry Nyblom, Craig Johnson, Heidi Gunderson, and Greg Urban.

The following members were absent: None.

Also present were: Kevin Watson, City Administrator; Mark Graham, City Engineer; Bob Sundberg, Finance Director; Ed Leier, Fire Chief; Nolan Wall, Planning/Community Development Director; Caroline Bell Beckman, City Attorney; Jeff Melcoch, Cable Producer; and Beckie Gumatz, Deputy Clerk.

Everyone present stood and recited the Pledge of Allegiance.

City Administrator Watson provided several announcements.

APPROVAL OF AGENDA

Upon motion by Nyblom, seconded by Gunderson, it was

17-04-079 “RESOLVED, that the agenda for the April 5, 2017, Council Meeting be approved.”

Ayes – 5

Nays – 0

The resolution was adopted.

APPROVAL OF MINUTES

A. March 15, 2017 Workshop Meeting

Councilmember Nyblom requested an amendment to the minutes regarding the SEH Presentation on Potential Design Build for White Bear Lake Augmentation. At the workshop meeting he had noted that the augmentation pipe should run along the railroad tracks so that it would not disrupt the city’s streets or residents’ yards.

Upon motion by Nyblom, seconded by Gunderson, it was

17-04-080 “RESOLVED, to approve the March 15, 2017 Workshop Meeting Minutes as amended.”

Ayes – 5 Nays – 0

The resolution was adopted.

B. March 15, 2017 Regular Meeting

Upon motion by Nyblom, seconded by Johnson, it was

17-04-081 “RESOLVED, to approve the March 15, 2017 Regular Meeting Minutes as presented.”

Ayes – 5 Nays – 0

The resolution was adopted.

APPROVAL OF CONSENT AGENDA

Councilmember Nyblom removed Item 7B for discussion.

Upon motion by Nyblom, seconded by Johnson, it was

17-04-082 “RESOLVED, that the Consent Agenda items for the April 5, 2017, meeting be approved as follows:

- A. Approve Claims #74239 through #74312, and Electronic Claims #1076 through #1087 for payment
 - A-1. US Bank Visa Payment in the Amount of \$5,960.56
- ~~B. Accept and Acknowledge Vadnais Heights Lions Club 1st Thursday Lunch Donations~~
- C. Approve Changes to Credit Card Fee Policy
- D. Approve Appointments to the Health and Public Safety Commission of Adele Bayless and Vince Rivard as Regular Members for terms to expire December 31, 2019 and Laura Eck as 1st Alternate

Ayes – 5 Nays – 0

The resolution was adopted.

B. Accept and Acknowledge Vadnais Heights Lions Club 1st Thursday Lunch Donations

Councilmember Nyblom praised Brigid Nault and Jessica Currier for making the 1st Thursday Senior Lunches such a success. Participation has doubled since January. He also thanked the Lions Club for providing these donations and mentioned that recent research has shown that seniors who stay active live longer and healthier lives and that is the goal of having these lunches.

Upon motion by Nyblom, seconded by Johnson, it was

17-04-083 “RESOLVED, to accept and acknowledge the following contributions to the City of Vadnais Heights:
 \$600.00 January 30, 2017 for January, February and March 1st Thursday lunches.
 \$400.00 March 23, 2017 for April and May 1st Thursday lunches.
 \$1,000.00 TOTAL.”

Ayes – 5 Nays – 0

The resolution was adopted.

OPEN TO THE PUBLIC

Ron Garceau, 3453 Centerville Road, recognized City Administrator Kevin Watson and Planning/Community Development Director Nolan Wall for conducting the Open House regarding the Garceau corner. He thought it was a fair meeting and thanked staff for holding the Open House.

PRESENTATIONS

None.

PUBLIC HEARINGS

- A. Comprehensive Plan Amendment at 3429/3437/3447 Centerville Road and Unaddressed City-Owned Parcel

Planning/Community Development Director Wall stated that staff is recommending that the City Council withdraw the Comprehensive Plan Amendment application.

Councilmember Nyblom asked if this item could be tabled. City Administrator Watson noted it could, but added that there was no action taken by the Planning Commission. He added that there is also no pending project at this time.

Councilmember Nyblom asked why the potential developer withdrew their proposal. City Administrator Watson responded that following the comments at the February Planning Commission meeting and recent articles in the newspaper, the potential developer did not want to be in the position of having to convince the City Council or residents that they were bringing forward a great project. They would like to have had more assurance that the project would move forward.

Councilmember Johnson commented that he thought the Open House was great and provided education for the public and neighborhood on the difficulties of the site. He would like to continue the education process and continue to keep the neighborhood involved as to what could be built on the site and get everyone on board with what the best option for the site is.

Councilmember Johnson added that it is difficult to give up on a project when the city had secured grants to help clean up the site. He had hoped that when the city purchased the property that it could be cleaned up quickly, but that it is important to have neighborhood involvement in the process. He hopes that in discussions of what could be built on the property the city will be able to apply for grants once again to assist with the clean up. He is in support of withdrawing the Comprehensive Plan Amendment application and starting the process over.

Attorney Bell Beckman noted that procedurally she would recommend withdrawing the application. It would not mean that the amendment could not be revisited at a later date.

Mayor Fletcher asked what the recommendation to the Planning Commission was concerning withdrawal of the application. Planning/Community Development Director Wall explained that staff was planning to continue the Comprehensive Plan Amendment discussion at the March Planning Commission meeting, but then the potential developer withdrew their proposal. Staff still planned on holding the Open House and felt that conversation may have been difficult at the Planning Commission meeting given the pending Open House, so the item was pulled from the Planning Commission agenda. Since the potential developer had pulled out, there was no reason to continue the discussion at the Planning Commission meeting.

Upon motion by Gunderson, seconded by Urban, it was

17-04-084 “RESOLVED, to withdraw the proposed Comprehensive Plan Amendment application concerning the Garceau corner properties.”

Ayes – 5 Nays – 0

The resolution was adopted.

OLD BUSINESS

A. 2017-1 Street Improvement Project – Accept Bids and Order Assessment Hearing

City Engineer Graham stated that the bids for the 2017 street project were opened on Thursday, March 30, 2017. Bids came in about five to seven percent lower than estimated. Tonight, staff is asking the City Council to accept the bids and set the date of May 3, 2017 for the assessment hearing. He stressed the importance of that meeting and asked all Councilmembers to be present.

Mr. Graham explained that the city’s budget for its share of the project is \$325,000. This year, the city went out for a base bid as well as an alternate bid. The base bid included Bramblewood Avenue, Oakhurst Avenue, and Willow Grove Lane. The city’s cost for the base bid would be \$320,000. The alternate bid added the resurfacing of Heritage Court West. If this were added, the city cost would be about \$352,000. At the assessment hearing, City Engineer Graham will discuss the merits of each option.

Mr. Graham reiterated that the City Council is being asked to set the assessment hearing date tonight, and is not awarding the project or choosing an option to move forward with.

Upon motion by Urban, seconded by Johnson, it was

17-04-085 “RESOLVED, to adopt a Resolution to Accept Bids, Order Preparation of Proposed Assessment Roll, and Set May 3, 2017, at 7:00 p.m. as the Public Hearing Date to consider the Proposed Assessments of the 2017-1 Street Improvements.”

Ayes – 5 Nays – 0

The resolution was adopted.

NEW BUSINESS

A. Approve a Resolution Amending the 2017 Fee Schedule to Establish a Fee for Interim Use Permits

Planning/Community Development Director Wall explained that at the March 15, 2017 City Council meeting, the City Council adopted an ordinance concerning procedures for granting interim use permits. As a follow up, the Fee Schedule needs to be amended to add fees for interim use permits. As interim use permits will follow the same procedures as special use permits, staff is proposing to use the same fees as are required for a special use permit, as well as a renewal fee.

Upon motion by Johnson, seconded by Gunderson, it was

17-04-086 “RESOLVED, to approve the proposed Fee Schedule amendment concerning interim use permits.”

Ayes – 5 Nays – 0

The resolution was adopted.

B. Comprehensive Plan Update Preliminary Schedule and Community Engagement Plan

Planning/Community Development Director Wall outlined the preliminary Comprehensive Plan update schedule through the end of 2018. The goal is to have the Planning Commission and City Council make their recommendation of approval to the Metropolitan Council by the April or May of 2018. There also needs to be time for adjacent community review, and the plan must be submitted to the Metropolitan Council by the end of 2018.

Mr. Wall noted that at each monthly Planning Commission meeting there will be an item on the agenda regarding the Comprehensive Plan Update to update them and engage them throughout the process. Staff will also provide updates to the City Council periodically or as often as the City Council would like.

Mr. Wall explained that the community engagement plan is not included on the preliminary schedule because the consultant that was hired to assist with the Comprehensive Plan update will not be taking part in that piece as part of their scope of the project.

Staff plans to conduct community engagement at various community events in 2017. One key event will be a public open house prior to the May 23, 2017 Planning Commission meeting. Mr. Wall spoke about the importance of engaging residents at events that take place in the community where residents will already attend, rather than expecting residents to come to Planning Commission or City Council meetings to give feedback when they have busy schedules.

Additionally, Bolton and Menk has set up a website that will be linked through the city website where residents can complete a survey and give feedback to staff about what they would like to see in the future of Vadnais Heights.

Mayor Fletcher added that the Comprehensive Plan guides the zoning of parcels in the city and that residents have the opportunity to help make recommendations as to what the future uses of parcels could be.

Councilmember Johnson asked what criteria the Metropolitan Council has that the city has to meet. Planning/Community Development Director Wall responded that the Metropolitan Council reviews several criteria and makes sure that the city's plan with is consistent with their systems plans. Mr. Wall also noted that adjacent communities, including school districts, watershed, and counties, also review the city's plan to make sure that it is consistent with their plans.

Informational item; no action required at this time.

C. Consider Setting April 19, 2017 Workshop and Agenda

City Administrator Watson presented potential items for the April 19, 2017, Council Workshop including: a presentation by the Urban Land Institute. This group will provide a high level analysis of the of community and some metro wide market trends.

There was discussion of moving the presentation by the Urban Land Institute to a separate date and have it televised for the public.

Councilmember Nyblom stated that he would like to have discussion at the next Council Workshop about a City Council code of conduct policy when engaging with groups and the media. He asked the City Attorney to draft a policy based on feedback by the City Council.

Mayor Fletcher noted that he would like to add an update about the Ice Palace to the next Council Workshop as well.

Councilmember Urban stated that he would also like to add a discussion about getting the city code hosted on Municode or a similar searchable format.

Planning/Community Development Director Wall noted that at the Regular City Council meeting of April 19, 2017 there will be three public hearings; one special use permit for a garage and two minor subdivision applications.

Upon motion by Nyblom, seconded by Gunderson, it was

17-04-087 “RESOLVED, to Set an April 19, 2017 Workshop meeting and Agenda including discussion of a City Council code of conduct policy, an Ice Palace update, and discussion of codification of the City Code with a 5:30 p.m. start time.”

Ayes – 5

Nays – 0

The resolution was adopted.

COUNCIL AND DEPARTMENT REPORTS

Finance Director Sundberg had nothing to report.

Planning/Community Development Director Wall thanked the residents who came to the Open House concerning the Garceau property. Staff appreciates all the feedback that has been received.

City Engineer Graham reported that the next Parks, Recreation and Trails Commission meeting is on April 17, 2017 and will feature discussion of Lily Pond Park playground improvements. The Commission’s recommendation will likely come to the May 3, 2017 City Council meeting for approval. He also reported that spring hydrant flushing will take place during the last week of April and the first week of May. If residents have issues with water quality during this time, running the tap will clear it up after a few minutes. Staff has also heard of construction sites having theft issues. He also expects road restrictions to be lifted within a week or two. At a future City Council Workshop, he will be bringing forward a discussion regarding franchise fees to help fund future street projects.

Attorney Bell Beckman had nothing to report.

Fire Chief Leier reported that applications for Firefighters close Friday, April 7. Interviews are tentatively scheduled for Monday, April 10. There is room for six Firefighters and the Fire Department has received ten applications.

City Administrator Watson also thanked residents for attending the Garceau corner Open House. He also noted there is a page on the city’s website where residents can go to receive updates regarding the Garceau site as well as previous discussions regarding the site. He also thanked Ling Becker for helping to put together a grant application for an event through Explore Minnesota and credited Mayor Fletcher for putting together the Ice Palace presentations on volunteering that took place on April 4.

Councilmember Urban had nothing to report.

Councilmember Johnson reiterated how successful the Garceau corner Open House event was. He also reported on attending the Fire Relief Association meeting and the VHEDC Board Meeting at Summit Orthopedic.

Councilmember Gunderson also thanked residents for attending the Garceau corner Open House.

She also thanked staff for putting the open house event together.

Councilmember Nyblom had nothing to report.

Mayor Fletcher had nothing to report.

Upon motion by Johnson, the meeting was adjourned at 8:06 p.m.

Respectfully submitted,

Kevin Watson, City Administrator

ATTEST:

Bob Fletcher, Mayor