The meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Mayor Gunderson at 7:02 p.m.

Everyone present stood and said the Pledge of Allegiance.

ROLL CALL

Upon roll call, the following members were present: Mayor Heidi Gunderson, Council Members: Craig Johnson, Bob Morse and Greg Urban.

The following members were absent: Patricia Youker.

Also present were: Kevin Watson, City Administrator, Tim Sandvik, Assistant City Administrator, Nolan Wall, Planning/Community Development Director, Ed Leier, Fire Chief, Jesse Farrell, Public Works Director, Caroline Bell Beckman, City Attorney, and Peggy Aho, Deputy City Clerk.

City Administrator Watson provided several announcements.

APPROVAL OF AGENDA

Upon motion by Morse, seconded by Johnson, it was

19-10-253 “RESOLVED that the October 15, 2019 Regular Meeting Agenda be approved as amended and presented.”

Ayes – 4 Nays – 0

The resolution was adopted.

APPROVAL OF MINUTES

A. October 1, 2019 Regular Workshop Meeting

Upon motion by Johnson, seconded by Morse, it was

19-10-254 “RESOLVED, to approve the October 1, 2019 Regular Workshop Meeting Minutes, as presented.”

Ayes – 4 Nays – 0

The resolution was adopted.
B. **October 1, 2019 Regular Council Meeting**

Upon motion by Morse, seconded by Johnson, it was

19-10-255  “RESOLVED, to approve the October 1, 2019 Regular Council Meeting Minutes, as presented.”

Ayes – 4  Nays – 0

The resolution was adopted.

**APPROVAL OF CONSENT AGENDA**

Upon motion by Morse, seconded by Urban, it was

19-10-256  “RESOLVED, that the Consent Agenda Items #7A-7E for the October 15, 2019 meeting be approved as follows:

A.  Approve Claims #78365 Through #78424 and #78094 and Electronic Claims #1422 Through #1426 for Payment
1.  US Bank Payment in the amount of $7,321.87

B.  Accept Resignation Approve Termination of Firefighter Israel Anderson

C.  Accept and Acknowledge Contributions to Community Halloween Event

D.  Authorize Application to MN DNR for A No Child Left Inside Grant

E.  Approve Request for a Public Outdoor Permit to IC System for their Annual 5K fun Run/Walk Event.”

Ayes – 4  Nays – 0

The resolution was adopted.

**OPEN TO THE PUBLIC**

Mayor Gunderson opened the floor to the public at 7:06 p.m. There being none. Gunderson closed it at 7:06 p.m.

**PRESENTATION(S)**

A.  **Proclamation: Minnesota Manufacturing Week – October 1-7, 2019 and Presentation**

May Gunderson read the following Proclamation:

**WHEREAS,** manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota’s diverse economy; and
WHEREAS, manufacturing added $52.7 billion to Minnesota’s economy in 2018, representing the second-largest contribution (14 percent) to the state’s gross domestic product by any industry; and

WHEREAS, workers took home $21.6 billion in wages from Minnesota manufacturing jobs in 2018, the second-largest total payroll among private sector industries; and

WHEREAS, manufactured exports brought $21 billion into the Minnesota economy in 2018; and

WHEREAS, manufacturing in Minnesota pays an average annual wage of $67,098, which is 15 percent higher than the state’s overall average wage; and

WHEREAS, manufacturing provides 322,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota’s high standard of living and economic vitality.

NOW, THEREFORE, I, Heidi Gunderson, Mayor of Vadnais Heights, Minnesota, do hereby proclaim that the week of October 1 to October 7, 2019 shall be observed as MINNESOTA MANUFACTURING WEEK in the City of Vadnais Heights.

Cynthia O’Donovan, VHEDC, works with the Workforce Committee. In 2017, a number of programs were started including the GenZ modal which has done very well. This program has been expanded to include many of the local communities. There are 12 manufacturers taking part in the modal. O’Donovan will send her presentation to the City to share on the City’s website.

PUBLIC HEARINGS: None.

OLD BUSINESS

A. Consider Approving an Amendment to the Agreement with S.E.H. for Telecom Services: Public Works Director Farrell noted that the City utilizes S.E.H. on a weekly basis and staff are proposing an amendment to the current agreement to help with ongoing modifications to the existing telecommunication sites. Technology changes quickly and the ownership structure changes, it is tough to keep up with. Each time there is a change in technology or ownership, they want to put up more equipment on the City’s water towers. The City charges for the usage and have agreements with the utilities. We really lean on S.E.H. for their advice on structural engineering components and making sure that the subcontractors put up equipment in accordance with our existing agreements. This agreement formalizes the work that S.E.H. is already doing. The second part of the agreement is to authorize us to use software, TracFax, that S.E.H. recommends that we use to track the projects. The cost of these services are charged to the applicants.
Council Member Johnson asked how we work with S.E.H. today and what this document does, does it change anything that we already do. Farrell it doesn’t change anything, it just formalizes what they do now and that the current agreement doesn’t capture their telecommunication services and software.

Upon motion by Morse, seconded by Urban, it was

19-10-257 “RESOLVED, to approve an amendment to the Agreement for Professional Engineering Services with S.E.H. to add Exhibit E describing available telecom services and Exhibit F describing cloud base services which will govern the TracFax cloud based services as proposed.”

Ayes – 4  Nays – 0

The resolution was adopted.

B. Consider Authorizing Staff to Apply for a 2020 SCORE Grant: Assistant City Administrator Sandvik noted that this is an annual grant application that the City submits to the County. Sandvik noted that the City utilizes the grant for dollars that go towards recycling and sustainable efforts, helps with marketing and promotional materials, City events, and $.20 per user per month to residents for recycling.

Upon motion by Urban, seconded by Johnson, it was

19-10-258 “RESOLVED, to authorize staff to apply for the 2020 SCORE Grant with Ramsey County in the amount of $35,798 to be used towards the City’s recycling programs for waste reduction and recycling activities and services. as proposed.”

Ayes – 4  Nays – 0

The resolution was adopted.

NEW BUSINESS

A. Consider Approving an S.E.H. Proposal for the Proposed 2020 Street Improvements Project

Public Works Director Farrell introduced the item. He said that this is the time of year when staff look at what street reconstruction can be done in the following year. Street selection this year is limited because we are still using funding that was established with franchise fees and the draft 2020 Budget. The following is a list of streets potentially included in the 2020 project: Arcade Street (Belland Avenue to County Road E); Lambert Creek Lane (Bear Avenue South to east cul-de-sac); Thomas Court (Lambert Creek Lane to south cul-de-sac); Primrose Court (Primrose Path to west cul-de-sac); Wildflower Court (Primrose Path to east cul-de-sac); and Tessier Trail (approximately 530 feet north of Bear Avenue to new cul-de-sac). Farrell noted that in 2018, the City
looked at a lot of these streets but didn’t do a project and in 2019 the City had to cut some out of the 2019 project. The ones being proposed are ones that were cut out in 2019 and staff also added projects that can be funded using state aid funds. Farrell noted that the next step is to do the Feasibility Study. He said that the S.E.H. is proposing to do the Feasibility Study and begin working on predesign and surveys.

Council Member Urban asked if the City is looking at doing the 2020 project by comingling the City and state aid projects, and asked if it is Farrell’s opinion that comingling them is the best option and also have state aid standards apply to all. Farrell said that there will be different columns/options for state aid/City funded. He thinks it’s best to combine them and try to get the best price possible.

Urban said that the Council had discussions on street improvements earlier in the year. He said that Tessier Trail has new lots that have yet to be built on, and he asked if Farrell has talked to them about when the home construction would happen and also asked if it is a good idea to be putting road construction in that area if they will be building homes. Farrell said that he wants to have more discussions with the Council on which roads make the list, but the process for 2020 projects needs to start now. He said that he would like to work with the Council to develop a thoughtful 5 year plan, but as he looked at the available funding for 2020 there are no other segments that logically rise to the top over the ones being proposed. He also said that current funding would not allow the City to do all that is needed. And he said that as far as Tessier Trail is concerned, there are large lots in that area, but staff are not aware of any upcoming home construction.

Urban said Farrell is proposing that the entire 2020 Street Improvements Project be designed to state aid standards, even the City portion, how much more will the City be spending to get to that standard. Farrell said that right now he doesn’t know the additional cost, and the City won’t have to build them all to state aid standards, but a uniform approach to the entire project would be best. Urban asked if Arcade Street will be a rebuild or a mill and overlay. Farrell said that he believes most of the proposed street improvements will be pavement replacement or mill and overlay. Urban asked what a mill and overlay state aid project looks like. Farrell said that he is looking at preparing the plans as if all the streets are using state aid standards, because then the City will have a uniform plan set.

Urban said that initially the City was eying up Willow Lake Boulevard to be the state aid project for 2020 and asked if it makes sense to push it off a year. He asked if the City can send direction to the property owners that this would be a 2021 project. Farrell responded yes and said that improved communications to another reason having a 5 year plan would be beneficial.

Council Member Johnson asked if staff are sure that Arcade Street was built to state aid standards. Farrell replied yes and it meets current state aid standards.
Council Member Morse asked what length of road the City is looking at repairing in 2020 with the proposed project list. He also asked if the City is talking about applying a certain dollar amount for 2020 and has that been taken into consideration. Farrell responded that it’s appropriately $600,000 worth of locally funded work without adding inflation costs and he thinks all the work, including the state aid segments, can be done for less than $1.8 million. He said if the estimate is too conservative, there are other projects, such as City parking lots that could be added. Farrell said he is relying on the budget transfer of $100,000 that the City is thinking of doing.

Johnson asked if perhaps the City should add additional streets to the list if it has more funds than needed for the proposed list. Farrell said that he could come back with a revised proposal with additional streets if there are extra funds available. He said there is no shortage of good projects.

Urban noted that the City spent money to have WSB do a pavement review. He asked if there is anything that could be incorporated into the design of City streets to beef them up a little using the information from WSB. Farrell said that he met with WSB and they still have some work to do on the report.

Mayor Gunderson said that she thinks some of the points made are good points and that she thinks the locations selected make sense. She said she likes the idea and appreciates that Farrell wants to move forward with a 5 year plan.

City Administrator Watson said that the amount of locally funded roads to be repaired in the 2020 Street Improvements project is just over ½ mile.

Upon motion by Johnson, seconded by Morse, it was

19-10-259 “RESOLVED, to approve a Resolution Ordering a Feasibility Study for the 2020 Street Improvements project and also accept the proposal from S.E.H. on an hourly basis not-to-exceed an amount of $48,100 for preparation of the Preliminary Design and Feasibility Study and authorized the City Engineer to sign the agreement on behalf of the City with payment for such services from Franchise Fees and State Aid Funds for the following streets: Arcade Street (Belland Avenue to County Road E); Lambert Creek Lane (Bear Avenue South to east cul-de-sac); Thomas Court (Lambert Creek Lane to south cul-de-sac); Primrose Court (Primrose Path to west cul-de-sac); Wildflower Court (Primrose Path to east cul-de-sac); and Tessier Trail (approximately 530 feet north of Bear Avenue to new cul-de-sac) as proposed.”

Ayes – 4  Nays – 0

The resolution was adopted.
B. Consider Setting Wednesday, November 6, 2019 Workshop and Agenda:
City Administrator Watson noted that the next Workshop is scheduled for Wednesday, November 6, 2019. Agenda items will include: an update from staff on HVAC, an update on the Commons, the Draft 2020 Budget and an overview from VLAWSO on their ditch maintenance plan.

COUNCIL AND DEPARTMENT REPORTS

Public Works Director Farrell noted that the City’s water meter replacement project is now past the 99 percent completion point. Only have about 40 left to install. He also noted that the 2019 Street Improvements Project is substantially complete, have some lingering restoration items.

Planning/Community Development Director Wall said that at the next Council meeting the Council will conduct a Public Hearing on the 2040 Comprehensive Plan assuming that the Metropolitan Council signs off on the draft the City submitted for their review.

Fire Chief Leier noted that last week the Fire Department was very busy with Fire Prevention Week activities.

Assistant City Administrator Sandvik apologized for not having the video keyed up for the VHEDC presentation and that it will be posted on the City’s website.

Council Member Morse said that he attended the Lion’s waffle breakfast and it was a great event and well attended.

Mayor Gunderson noted that she had attended the NYFS Taste of Vadnais event last week. She also said that Katie Everett, Parks and Rec Supervisor is doing a great job and thanked her for her efforts.

City Administrator Watson noted that this is the first meeting where we are live on Channel 16 on our own. No longer using Ramsey Washington Suburban Cable Commission.

There being no further business, Council Member Johnson made a motion to adjourn at 7:52 p.m.

Respectfully submitted,

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Kevin Watson, City Administrator