

Maple Grove City Council Meeting

Meeting Minutes

February 1, 2021

Call to Order

Pursuant to call and notice thereof, a Regular Meeting of the Maple Grove City Council was held at 7:30 p.m. on February 1, 2021 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota and online via WebEx. Members present were Mayor Mark Steffenson and Councilmembers Judy Hanson, Karen Jaeger, Phil Leith, and Kristy Barnett. Absent was none. Present also were Heidi Nelson, City Administrator; Joe Hogeboom, Community and Economic Development Director; Peter Vickerman, Planning Manager; Brett Angell, Economic Development Manager; Ken Ashfeld, Public Works Director/City Engineer; Jupe Hale, Assistant City Engineer; Tim Bush, Fire Chief; Brett Angell, Economic Development Manager; and Justin Templin, City Attorney.

Mayor Steffenson called the meeting to order at 7:30 p.m. and led the city in the Pledge of Allegiance.

Additions or Deletions to the Agenda

Mayor Steffenson asked if there were any additions and/or deletions to the Consent Agenda to which Heidi Nelson stated the following:

Item Amended to the Agenda

None

Item Amended to the Consent Agenda

None

Item Added to the Agenda

None

Item Removed from the Consent Agenda for Discussion

None

Consent Items

The following Consent Items were presented for Council's approval:

MINUTES

- A. Regular Meeting – January 19, 2021
- B. Work Session – January 19, 2021
- C. Closed Special Meeting – January 19, 2021

PERSONNEL ITEMS

D. Facilities Technician Appointment

Motion to approve the hiring of Adam Backstrom to the position of part-time Facilities Technician at an annual salary of \$22,871.68 (starting step in Public Works union contract), effective on February 2, 2021, subject to a 12-month probationary period. All required screenings and background checks have been successfully completed.

E. Appointment of Human Resources Specialist – Recruitment & Retention

Motion to approve the appointment of Brittany Thingvold to the position of Human Resources Specialist – Recruitment & Retention at an annual salary of \$69,026.88 (Level 9, step B), effective on February 16, 2021, subject to a 12-month probationary period. All required screenings and background checks have been successfully completed.

F. Police Officer Appointment

Motion to approve the hiring of Jacob Hatzenbeller to the position of Police Officer at a starting salary of \$60,831.68 annually (starting pay step of 2021 Police Officer contract salary schedule), effective February 2, 2021, subject to a 12-month probationary period. All required screenings and background checks have been successfully completed.

G. Police Officer Appointment

Motion to approve the hiring of Dmitry Ivanov to the position of Police Officer at a starting salary step of \$60,831.68 annually (starting pay step of 2021 Police Officer contract salary schedule), effective February 2, 2021, subject to a 12-month probationary period. All required screenings and background checks have been successfully completed.

H. Police Captain Appointment

Motion to approve the hiring of Travis Pobuda to the position of Police Captain at salary of \$117,619.84 annually, (3YR rate in 2021 Police Captain pay schedule) effective February 2, 2021, subject to a 12-month probationary period. All required screenings and background checks have been successfully completed.

COMMUNITY & ECONOMIC DEVELOPMENT ITEMS

I. Rice Lake Elementary School Conditional Use Permit - Resolution No. 21-014

Motion to adopt Resolution No. 20-014 approving the Rice Lake Elementary School conditional use permit.

J. Shake Shack PUD Non-Residential Concept Stage Plan Amendment and Development Stage Plan Extension

Motion to extend the Shake Shack PUD non-residential concept stage plan amendment, development stage plan until January 31, 2022.

ENGINEERING ITEMS

K. Avery Park Street & Utility Project No. 21-06 - Resolution No. 21-015

Motion to adopt Resolution No. 21-015 establishing Avery Park Street and Utility Project No. 21-06, receiving surety and ordering feasibility report.

L. Accepting Proposals for Treatment and Removal of Ash Trees

Motion to accept proposal from Rainbow Treecare to treat public ash trees.

Motion to accept proposal from YTS Companies, LLC. to remove public ash trees and stumps.

M. Final Acceptance 2020 Trunk Sanitary CIPP Project No. 20-05

Motion to approve the final acceptance of the 2020 Trunk Sanitary CIPP Project No. 20-05 completed by Insituform Technologies USA, LLC subject to the warranty provisions of the contract and statutory law.

N. Minnesota Health Village Second Addition Supplemental Developer's Agreement - Resolution No. 21-016

Motion to adopt Resolution No. 21-016 approving Supplemental Developer's Agreement for Minnesota Health Village Second Addition, subject to final review by the City Attorney and Director of Public Works.

O. Sureties

Motion to approve the surety actions as identified on the Council Action Form.

ADMINISTRATIVE ITEMS

P. Annual Toughbook Replacements

Motion to approve the replacement of 22 Panasonic Toughbooks. Replacement of these Toughbooks is per our standard computer replacement schedule. The computers replaced are used in Police, Fire, and Public Works departments. The total cost of replacement will be \$56,958.00 to be purchased from the Data Processing Replacement Fund.

Q. Replace and Upgrade Wireless Network Hardware

Motion to approve the replacement of Cisco wireless network access points and controller. The total cost of this replacement will be \$44,001 to be purchased from the Data Processing

Replacement Fund. This includes 5 years of software licensing for the controller and access point management. Pricing for this request has been provided by CDW and the State of Minnesota contract.

R. Approval of the Master Services and Purchasing Agreement with Axon Enterprises, Inc.

Motion to approve the Master Services and Purchasing Agreement with Axon Enterprises, Inc., for services related to body-worn cameras, in-squad cameras, interview room systems, Tasers, and all other necessary equipment, training, storage, and software for a 5-year cost of \$1,336,272.57; and to direct the Mayor and City Administrator to execute the agreement, subject to final review by the City Attorney.

S. Commercial Kennel Licenses

Motion to approve a Commercial Kennel License for:

Heritage Animal Hosp. - 12624 Bass Lake Rd.
WellHaven Pet Health - 11740 Elm Creek Blvd.
PETCO - 8010 Wedgewood Ln
Bubbly Paw - 7893 Main St
VCA Animal Wellness Center - 7000 E. Fish Lake Rd
North Paws - 9481 Garland Ln N
Shaggy Dog Grooming - 7488 E. Fish Lake Rd
Paws and Claws Pet Hosp. - 13640 Grove Dr.
Pet Dermatology Clinic - 9712 63rd Ave N

T. 2021 Park Dedication Residential Unit Fee and Commercial/Industrial Acre Fee

Motion to modify the park dedication rate to \$4,332/unit for a single-family residential subdivision filed with Hennepin County for a period beginning February 1, 2021 and ending January 31, 2022 based on the city ordinance.

Motion to continue the park dedication rate of \$6,500/acre for an industrial subdivision and \$11,000/acre for a commercial subdivision filed with Hennepin County for a period beginning February 1, 2021 and ending January 31, 2022 which amount is based on the City policy established pursuant to Resolution 88-120.

CLAIMS

U. Motion to approve the claims as listed:

City Checks: \$2,155,897.26

Purchasing Card: \$8,449.96

Electronic Payments: \$2,268.36

Motion by Councilmember Jaeger, seconded by Councilmember Leith, to approve the Consent Items as presented. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Consideration of Items Pulled from the Agenda

None.

Special Business

Open Forum

There were no open forum issues brought before the Council at this meeting.

Update on COVID-19 Response

Fire Chief/Emergency Management Director Bush provided the Council with an update on the city's response to COVID-19. He stated Minnesota was on the backside of coronavirus cases that peaked in December. He commented in January he discussed the rollout of the Pfizer and Moderna vaccines that are being used in Minnesota. He stated three additional vaccines were reaching final approval. He noted health care workers were the first to receive the vaccine with police and firefighters to follow. He reviewed the number of COVID cases in Maple Grove and Hennepin County. He commented further on how virus and pandemic cases occur in waves. He reported the number of new cases was expected to fall off as vaccines continue to be distributed. He discussed the new federal travel/transportation mask law that would go into effect on Tuesday, February 2, 2021. He was hopeful the numbers would continue to improve

as people receive vaccines.

**7:30 p.m.
Public
Hearing**

**Easement
Vacation**

Assistant City Engineer Hale requested the Council approve an easement vacation for the Cook Lake Maple Grove development. He explained a segment of Bass lake Road was being vacated because it was no longer needed and would become greenspace for the development. He reported Wright Hennepin Cooperative Electric Association would be taking care of their electric line within the easement.

**Resolution No.
21-013**

Motion by Councilmember Leith, seconded by Councilmember Hanson, to open the public hearing. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Mayor Steffenson opened the public hearing at 7:37 p.m. and asked if anyone would like to address this issue.

No public testimony was offered.

Motion by Councilmember Hanson, seconded by Councilmember Leith, to close the public hearing at 7:38 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Motion by Councilmember Leith, seconded by Councilmember Hanson, to approve adopting Resolution No. 21-013 vacating certain easements located in the City of Maple Grove, County of Hennepin, State of Minnesota. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

**Community
Development
Items**

**Arbor Lakes
Business Park
Phase II
Concept Stage
Plan**

Economic Development Manager Angell explained Duke Realty is seeking concept stage plan approval for the second phase of Arbor Lakes Business Park located southwest of the intersection of Elm Creek Boulevard and Zachary Lane. This project was first brought forward for approvals by the city in 2017. The concept plan approvals for this development were approved at that time but expired in early 2020. This request for concept stage plan approval matches the development concept that was

previously approved. Upon re-establishing concept level approval, the applicant has expressed a desire to apply for development stage plan approval later in 2021, as well as purchase the property.

Economic Development Manager Angell reported the applicant is proposing two buildings, buildings A and B, that are each 222,444 square feet in size. The proposed development is consistent and mirrors what was developed in the first phase of Arbor Lakes Business Park, directly adjacent to the east of the property. The access points to the site were reviewed. Staff commented further on the request and reported the Planning Commission recommended approval with conditions.

Councilmember Leith commented on the architectural features on the west side of the building. He suggested the bike racks be investigated but not be required. Economic Development Manager Angell stated the Planning Commission wanted the developer to look at Phase I of the development to see what employees live within the area to see if bike racks would be utilized. He indicated the bike racks would not be forced on the developer if not warranted.

Councilmember Jaeger suggested electric charging stations be required. Economic Development Manager Angell deferred this question to the applicant. Ryan O'Leary, Duke Realty, stated he would look into providing electric charging stations.

Councilmember Barnett questioned how hard it would be to add charging stations at a later date if there was a demand. Mr. O'Leary stated charging stations could be added at a later date, but noted this would cost a bit more to run electrical.

Councilmember Jaeger explained she was very impressed with the new building.

Motion by Councilmember Jaeger, seconded by Councilmember Leith, to approve directing the City Attorney to draft a resolution approving the PUD concept stage plan for Arbor Lakes Business Park – Phase II, subject to:

- 1. The applicant studying the need for bicycle racks or shared bicycle facilities within the development and**

incorporating these features if deemed appropriate by the developer and city staff.

- 2. The applicant addressing to the satisfaction of the city any remaining applicable comments contained in the memorandums from:**
 - a. The Community & Economic Development Department dated January 8, 2021**
 - b. The Engineering Department dated January 8, 2021**
 - c. The Fire Department dated January 8, 2021**
 - d. Hennepin County dated January 8, 2021**
 - e. The Parks & Recreation Department, dated January 12, 2021**

The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Evanswood PUD Concept Stage Plan

Planning Manager Vickerman explained the applicant is requesting a Planned Unit Development concept stage plan to create a 358-lot, single-family detached, and 150-unit, single-family attached neighborhood on about 116 net acres of land (land outside floodplain and wetland areas). He reviewed the current comprehensive guidance and master planning for the site. The potential for micro-retail was discussed for this neighborhood. He discussed the concerns that were raised by the Planning Commission, which had to do with private streets and street widths. Staff commented further on the request and reported the Planning Commission recommended approval with conditions.

Councilmember Leith stated he was struggling with the small lot sizes. He reported the city typically has 80-foot wide lots for single family homes. He indicated he could support the 65-foot wide lots, but stated he had a harder time with the lots smaller than 65 feet. He explained he appreciated the open space within the development but was struggling with the smaller lot sizes.

He commented further on the concerns he had regarding parking within the townhouse development. Planning Manager Vickerman reported the parking would be addressed during the Development Stage Plan.

Councilmember Jaeger explained she did not like the west side of this development beginning with townhomes. She noted she lives in a townhome with private streets. She stated this was a big headache and was quite expensive to upkeep. She commented she did not see enough parking spaces and asked what back loaded meant. Planning Manager Vickerman stated the townhouse units would have garages off the private roads.

Councilmember Jaeger questioned if there were any tree preservation requirements for this site. Planning Manager Vickerman reported there were not, but noted the property to the west on Troy Lane had tree preservation areas.

Councilmember Jaeger discussed how the lot sizes would be intermixed. She did not believe this would work because the value of homes would be quite different. She suggested this project be put on the back burner for further consideration.

Councilmember Hanson concurred with Councilmember Leith about the small lot sizes and lack of parking. She also believed the private streets, narrow street width, and snow storage issues were a concern. She thanked staff for providing the Council with a list of concerns with responses from the developer. She explained she would like to know more about the roundabout at Troy Lane and 101st. She indicated she would like to know how pedestrian traffic would flow in and through this area given the fact a school was proposed near this intersection. Planning Manager Vickerman stated this roundabout would be developed by city staff independently of the developers plans. He explained city staff has been looking at roundabouts near schools in Minnesota and has not seen any major issues.

Mayor Steffenson reported it would be important for the city to look at the access points for the future elementary school and how this will work with the adjacent roadways. He did not want the school to create traffic concerns for this neighborhood. He questioned if the ponds would be maintained by the city or would they be part of the wetland structure. Planning Manager Vickerman reported these would be stormwater management

ponds and would have to meet all watershed requirements.

Mayor Steffenson commented on the 28-foot lots and asked what the side yard setbacks would be for these lots. Planning Manager Vickerman reported the side yard setbacks would be four feet which would provide eight feet between structures. He indicated this was the same as the Donegal South development.

Mayor Steffenson stated he was skeptical about this lot width.

Councilmember Barnett concurred and explained after campaigning last summer and fall, she believed the city had a large number of townhouses. She commented the 28-foot lot width really scared her and she feared this may not be popular. She agreed with Councilmember Jaeger that private roads were a pain for residents to maintain. She reported she liked the look of the bigger lots and the ponds, but took pause with the proposed size of the townhome lots.

Councilmember Jaeger indicated it was very expensive to redo streets. She stated at this time she would not be able to support the proposed development.

Councilmember Leith questioned when the housing study would be presented to the Council. Planning Manager Vickerman reported this would be presented to the Council at a worksession on Tuesday, February 16, 2021.

Councilmember Leith suggested the Council review the housing study prior to making a decision on this development.

Mayor Steffenson asked when the 60 days would be up for this item.

Councilmember Hanson reported the 60-day deadline would be up on February 27, 2021. City Attorney Templin commented further on the 60-day deadline and noted a 60-day extension could be approved.

Motion by Councilmember Jaeger, seconded by Councilmember Leith, to table action on this item to March 1, 2021. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Report on

Community and Economic Development Director Hogeboom

**Upcoming
Community
and Economic
Development
Items**

updated the Council regarding the following:

- There would be a virtual Joint Planning Commission/City Council meeting on Monday, February 8, 2021 from 6 p.m. to 6:45 p.m. to discuss Main Street designs.
- On Tuesday, February 16, 2021 the Council would be reviewing the housing study at a worksession meeting.
- The City received 10 applications for the vacant Planning Commission seat and interviews will be held on Tuesday, February 23, 2021.

**Report on
Upcoming
Engineering
Items**

Director of Public Works/City Engineer Ashfeld updated the Council regarding the following:

- Lake Quality Commission applicants will be interviewed by the subcommittee and a recommendation will be brought to the Council.
- The noise wall was being installed along I-94.
- Staff was working with MnDOT on the distribution of TH610 bonding dollars.

**Heidi Nelson,
City
Administrator**

Ms. Nelson explained that the Council has her Monday report if there are any questions. She reported the State of the City meeting would be held online this year and would be released for the viewing public around February 25, 2021. She stated Planning Commission interviews would be held on Tuesday, February 23, 2021 at 6 p.m.

**Items Added
to the Agenda**

Councilmember Jaeger stated she has been following the DNR's eagle nest. She encouraged residents to follow along with this eagle family's journey at mndnr.gov/eaglecam.

Councilmember Jaeger reported the Historical Society was getting ready to hold an in-person meeting for March.

Councilmember Jaeger explained the farmer's market would be held at the former Forever 21 space (Maple Grove Parks and Recreation Studio) and would be held from 11 a.m. to 2:30 p.m. on February 14th, March 21st and April 18th.

Councilmember Jaeger stated National Night Out was slated for

Tuesday, August 3, 2021.

Councilmember Jaeger reported former Maple Grove Police Chief and Mayor Bob Burlingame was in hospice. She encouraged the public to say prayers for Bob, his wife Margie and their family.

Adjournment

Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to adjourn to the regular City Council meeting on February 16, 2021 at 7:30 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

The meeting was adjourned at 8:35 p.m. by Mayor Steffenson.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Heidi Nelson". The signature is fluid and cursive, with a large initial "H" and "N".

Heidi Nelson
City Administrator