

# **Maple Grove City Council Meeting**

## **Meeting Minutes**

**February 16, 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 16, 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; 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**

3P. Tobacco License Approval Maple Grove Tobacco LLC dba Maple Grove Tobacco

### **Consent Items**

The following Consent Items were presented for Council's

approval:

## **MINUTES**

- A. Council Work Session – February 1, 2021
- B. Regular Meeting – February 1, 2021
- C. Joint Work Session with Planning Commission – February 8, 2021

## **PERSONNEL ITEMS**

### D1. Recruitment Approval for Police Officer

Motion to authorize staff to begin the recruitment process for a position of Police Officer due to the retirement of Officer Tim Erickson with an effective date of March 5, 2021.

## **COMMUNITY & ECONOMIC DEVELOPMENT ITEMS**

### D. Arbor Lakes Business Park Phase II Concept Stage Plan - Resolution No. 21-018

Motion to adopt Resolution No. 21-018 approving the Arbor Lakes Business Park Phase II PUD Concept Stage Plan.

### E. Comprehensive Housing Needs Analysis for the City of Maple Grove, MN

Motion to receive and file a Comprehensive Housing Needs Analysis for the City of Maple Grove, MN.

### F. Structured Assistance Valuing Enterprises (SAVE) Grant Transfer of Funds - Resolution No. 21-024

Motion to adopt Resolution No. 21-024 authorizing the transfer of funds from the city's Revolving Loan Fund (RLF) to the Economic Development Authority's Structured Assistance Valuing Enterprises (SAVE) Grant program.

### G. Subordination Agreement 7884 Yucca Lane North

Motion to authorize the Mayor and City Administrator to execute Subordination Agreement for 7884 Yucca Lane North.

## **ENGINEERING ITEMS**

### H. Fernbrook Lane/Territorial Road Project No. 20-19 - Resolution No. 21-023

Motion to adopt Resolution No. 21-023 ordering project, approving plans and specifications and authorizing advertisement for bids for Fernbrook Lane/Territorial Road Project No. 20-19.

### I. 2021 Asphalt Plant Permits

Motion to approve annual Asphalt Plant Permit for 2021 for C.S. McCrossan Construction, Inc. and for Tiller Corporation.

### J. 2021 Gravel Mining Permits

Motion to approve annual Mining Permit for 2021 for C.S. McCrossan Construction, Inc. and for Tiller Corporation.

### K. CSAH 101 Improvement Project Resolution of Support - Resolution No. 21-022

Motion to adopt Resolution No. 21-022, a Resolution of Support for the city's Local Road Improvement Program (LRIP) grant application for funding of the CSAH 101 Improvement Project.

### L. Fernbrook Lane / Territorial Road Resolution of Support - Resolution No. 21-021

Motion to adopt Resolution No. 21-021, a Resolution of Support for the city's Local Road Improvement Program (LRIP) grant application for funding of the Fernbrook Lane/Territorial Road Project.

### M. Final Acceptance Project No. 2018-15

Motion to approve the final acceptance of the Government Center Window Repair Project No. 18-15 to S&J Glass, Inc., subject to the warranty provisions of the contract and statutory law.

N. Sureties

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

**ADMINISTRATIVE ITEMS**

O. 2021 Fee Schedule Amendment - Ordinance No. 21-01

Motion to approve Ordinance No. 21-01 amending the 2021 Fee Schedule.

Motion to authorize publication of the Ordinance Summary of Ordinance 21-01.

P. Tobacco License Approval Maple Grove Tobacco LLC dba Maple Grove Tobacco

This item was removed by Councilmember Jaeger for discussion.

Q. Community Center Predesign Services Consultant Agreement

Motion to enter into an agreement with Hammel Green Abrahamson (HGA) to provide consultant services for the Community Center Predesign as per the proposal dated February 4, 2021 to be delivered on an hourly basis not to exceed \$44,650, and to direct the Parks and Recreation Board to administer the contract, subject to final review by the Director of Parks and Recreation and the City Attorney.

R. City Code Amendment to Section 20-62 Regarding Loitering- Ordinance No. 21-02

Motion to approve Ordinance No. 21-02 amending Maple Grove City Code by amending Section 20-62 Loitering; police order to disperse.

**CLAIMS**

S. Motion to approve the claims as listed:

City Checks: \$1,786,366.23

Purchasing Card: \$17,659.51

Electronic Payments: \$9,636,675.64

**Motion by Councilmember Leith, seconded by Councilmember Hanson, to approve the Consent Items as amended, removing item 3P (Tobacco License Approval Maple Grove Tobacco LLC dba Maple Grove Tobacco). Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Consideration  
of Items  
Pulled from  
the Agenda**

The following items were pulled from the Consent Agenda.

Regarding Item 3P (Tobacco License Approval Maple Grove Tobacco LLC dba Maple Grove Tobacco), Councilmember Jaeger stated that she has been part of the Citizens Against Tobacco in Maple Grove and has also been involved in the DARE program; therefore due to those circumstances, she would not be voting on this item.

**Motion by Mayor Steffenson, seconded by Councilmember Leith, to approve a tobacco license for Maple Grove Tobacco LLC dba Maple Grove Tobacco, 13316 Bass Lake Road, Maple Grove, Minnesota for the period February 17, 2021 through December 31, 2021, subject to compliance with all licensing requirements as outlined in Article XVI of the Maple Grove City Code. Upon call of the motion by Mayor Steffenson, there were four ayes and one abstain (Councilmember Jaeger). Motion carried.**

**Special  
Business**

**Open Forum**

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

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

**2021 CDBG  
Funds**

Economic Development Manager Angell requested the Council approve the 2021 CDBG funds allocation plan. He explained the city receives funding on an annual basis from the Community Development Block Grant Program to address housing and employment options in the community. He discussed how the program was administered by Hennepin County, noting he had a seat on the county committee. He

**Allocation  
Plan**

reported the proposed allocation was consistent with previous years and further described how the funds could be utilized by the city.

**Resolution No.  
21-017**

Councilmember Jaeger discussed the Sands Creek Development noting this project was completed in a land trust. She questioned if this type of project could still be completed. Economic Development Manager Angell explained this was allowed and noted the changes that had been made to land trusts through Homes Within Reach.

**Motion by Councilmember Leith, seconded by Councilmember Barnett, 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 7:43 p.m. and asked if anyone would like to address this issue.

No public testimony was offered.

**Motion by Mayor Steffenson, seconded by Councilmember Jaeger, to close the public hearing at 7:44 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Motion by Councilmember Barnett, seconded by Councilmember Hanson, to approve adopting Resolution No. 21-017 approving the 2021 CDBG Funds Allocation Plan. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Acceptance of  
Public  
Comment  
Prior to  
Implementing  
a Portable  
Recording  
System**

Police Chief Werner stated following approval of the Axon contract on January 19, 2021, the Police Department opened up a public comment period for the draft body worn policy. He explained Commander Wetternach had a report for the Council on this matter.

**Body-Worn  
Cameras**

Commander Wetternach stated on February 2, 2021 the police department opened and advertised for public comment on social media and the police department website for the body worn camera system and draft policy. He reported on February 11, 2021 the *Osseo Maple Grove Press* ran a front page story that also provided information to the public. He explained the department has accepted comments via social media, email and

US Mail. He noted the public comment period was closed on February 16, 2021 at 12:00 p.m. He requested the Mayor open the meeting for public comment and make a motion to accept the comments made prior to the meeting.

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

Mayor Steffenson asked if there was anyone that wished to speak to the City Council regarding the police department's body-worn camera system. Planning Manager Vickerman reported there was no one on the line.

**Motion by Councilmember Hanson, seconded by Councilmember Leith, to close the public comment period and approve accepting public comment prior to the police department implementing the Axon body-worn camera system a portable recording system pursuant to Minnesota State Statute § 626.8473. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

## **Community Development Items**

### **Report On Upcoming Community and Economic Development Items**

Community and Economic Development Director Hogeboom updated the Council regarding the following:

- The Planning Commission would meet next on February 22, 2021 at 7:00 p.m. and would consider the Edgewater on Cook Lake development, Avery Park and a residential variance.
- Arbor Committee interviews would be held on Thursday, February 18, 2021.
- Planning Commission interviews would be held on Tuesday, February 23, 2021 at 6:00 p.m.
- The Great Greek Mediterranean Grill would be holding a grand opening celebration on Monday, February 22, 2021 at

11:00 a.m.

- It was noted formal recommendations from the housing study would be coming back to the City Council in the coming weeks.

**Report on  
Upcoming  
Engineering  
Items**

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

- The contractor would begin removing trees and shrubs along the I-94 right of way corridor next week in preparation of the noise wall construction.

**Heidi Nelson,  
City  
Administrator**

Ms. Nelson explained that the Council has her Monday report if there are any questions. She reported the Housing for All Legislative Breakfast would be held on February 26, 2021 at 8:00 a.m. She indicated staff continues to monitor the city's legislative initiatives at the Capitol. She noted the I-94 Chamber of Commerce would be holding a virtual State of the City event on March 11, 2021 from 8:00 a.m. to 10:00 a.m.

**Adjourn to  
EDA Meeting**

Mayor Steffenson adjourned the City Council meeting to the EDA Meeting at 7:50 p.m.

**Reconvene to  
Regular  
Meeting**

Mayor Steffenson reconvened the regular City Council meeting at 7:58 p.m.

**Items Added  
to the Agenda**

Councilmember Jaeger stated the District 279 Foundation gala was a tremendous success. She thanked all who participated in this virtual event.

Councilmember Jaeger reported the Age Friendly Maple Grove Committee met on February 5, 2021 via Zoom.

Councilmember Jaeger discussed the recent farmer's market which was held on February 14, 2021. She noted the next farmer's market events would be held on March 21, 2021 and April 18, 2021 from 11:00 a.m. to 2:30 p.m.

Councilmember Jaeger stated the Maple Grove Historical Society would be meeting on Thursday, February 25, 2021 at 6:00 p.m.

Councilmember Jaeger explained Fire Prevention Officers were



doing fire alarm and CO2 checks.

Councilmember Jaeger noted February 17, 2021 was Ash Wednesday.

Councilmember Jaeger asked for a moment of silence for the victims of the shooting that occurred at the Allina Health Center in Buffalo, Minnesota.

## **Adjournment**

**Motion by Councilmember Jaeger, seconded by Councilmember Leith, to adjourn to the regular City Council meeting on March 1, 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 8:01 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