

Maple Grove City Council meeting

DRAFT meeting minutes

April 18, 2022

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(Delete this when final edits are complete)

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 April 18, 2022 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota. 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; 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

3F. 7103 Birchview Road North variance

Consent items

The following consent items were presented for council's

approval:

MINUTES

- A. Worksession meeting – April 4, 2022
 - Regular meeting – April 4, 2022
 - Special meeting – April 12, 2022

HUMAN RESOURCES ITEMS

- B. Appointment of building permit technician

Motion to approve the appointment of Cynthia Woodard to the position of building permit technician in the Building Department at an annual salary of \$58,770.40 effective April 26, 2022 subject to a twelve-month probationary period. All required screenings and background checks have been successfully completed.

- C. Recruitment approval for combination plan examiner/
building inspector

Motion to authorize the recruitment for the combination plan examiner/building inspector position in the Building Department due to the resignation of Jay Huseby effective April 22, 2022.

- D. Recruitment approval for legal assistant

Motion to authorize staff to begin the recruitment process for the legal assistant position in the Administration Department.

- E. Recruitment approval for part-time paralegal

Motion to authorize staff to begin the recruitment process for the part-time paralegal position in the Administration Department.

COMMUNITY & ECONOMIC DEVELOPMENT ITEMS

- F. 7103 Birchview Road North variance

This item was removed by Councilmember Jaeger for discussion.

G. Weston Commons 2nd Addition Planned Unit Development concept stage plan, development stage plan, rezoning, preliminary and final plat

Motion to table the application for Weston Commons 2nd Addition until May 2, 2022.

H. Zoning ordinance text amendment - wetlands

Motion to adopt Ordinance No. 22-07 approving the zoning ordinance text amendment amending City Code Article VII regarding wetlands.

Motion to adopt summary Ordinance No. 22-07 to reduce publication costs.

ENGINEERING ITEMS

I. Cancellation of special assessments - Resolution No. 22-073

Motion to adopt Resolution No. 22-073 cancelling special assessments as a result of Levy No. 18541

J. Site lease agreement amendment for Weaver Lake Park, STC Five, LLC - Resolution No. 22-080

Motion to adopt Resolution No. 22-080 approving the third amendment to site lease agreement.

ADMINISTRATIVE ITEMS

K. Approve claims

Motion to approve claims totaling \$ 2,491,791.74

Motion by Councilmember Leith, seconded by Councilmember Barnett, to approve the consent items as amended, removing item 3F (7103 Birchview Road North

variance). **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 3F (7103 Birchview Road North variance), Councilmember Jaeger asked if the property owner had to pay a park dedication for their project. Community and Economic Development Director Hogeboom reported the property owner did not have to pay a park dedication fee.

Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to adopt Resolution No. 22-079 approving the 7103 Birchview Road North variance. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Special business

Open forum

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

Oath of office for police officers

Police Chief Werner introduced newly hired Police Officers Autumn Freng, Daniel Smith and David Gordon to the City Council.

Mayor Steffenson administered the oath of office to Officers Freng, Smith and Gordon and badges were pinned on. He welcomed the new officers to the Maple Grove Police Department. A round of applause was offered by all in attendance.

Public hearings

7:30 p.m. Public hearing

Main Street Rehabilitation Project No. 19-10

Resolution No. 22-072

Assistant City Engineer Hale stated Project 19-10 consists of new concrete curb and gutter, new bituminous pavement and new streetscape including pedestrian facilities between the curb and existing buildings. Utility improvements include replacement of existing hydrants and gate valves, sanitary sewer and storm sewer, casting replacement and minor modifications to the sewer system. Staff commented further on the proposed project and requested the council adopt the special assessments against benefiting lands, award the construction contract and approve purchase of selected

project materials based on the quotes received.

Motion by Councilmember Jaeger, 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 7:45 p.m. and asked if anyone would like to address this issue.

No public testimony was offered.

Motion by Councilmember Leith, seconded by Councilmember Hanson, to close the public hearing at 7:46 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 adopt Resolution No. 22-072 adopting the special assessments against benefitted lands, awarding contract for construction, and approving purchase of selected project materials. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Community and economic development items

Report on upcoming community and economic development items

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

- Staff noted the Planning Commission would meet next on Monday, April 25 and would be discussing Homestead Corners façade improvements.

Engineering-public works items

Report on upcoming engineering

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

- Staff noted the city was conducting hydrant flushing at this

items time. He also noted that there were no sediment issues in the water.

Administration items

Report on upcoming administration items City Administrator Nelson explained that the council has her Monday report if there are any questions. She reported there would be a senate hearing on TH610 funding on Tuesday, April 19. She noted that community survey letters were being sent out and she encouraged residents to respond. She indicated the Board of Appeal Reconvene meeting would be held on Tuesday, April 26 at 7 p.m.

Items added to the agenda Councilmember Jaeger reported she attended a FLARA meeting with Councilmember Leith last week.

Councilmember Jaeger explained she attended the Kung Fu Tea grand opening with Councilmember Leith.

Councilmember Jaeger noted plans were being made for this year's outdoor farmers market.

Councilmember Jaeger reported General Manager Derek Sharrer, of the St. Paul Saints would be the special speaker at the Rotary meeting this week.

Adjournment **Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to adjourn to the regular City Council meeting on May 2, 2022 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 7:57 p.m. by Mayor Steffenson.

Respectfully submitted,

Heidi Nelson
City Administrator