

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, April 23, 2018- 8150 BARBARA AVENUE**

1. The City Council met in an executive session on Monday, April 23, 2018, at City Hall. The meeting was called to order at 6:00 p.m.

EXECUTIVE SESSION

**A. Executive Session Pursuant to Minn. Stat. § 13D.05, Subd. 3(c)2 & 3:
Discuss Doffing Ave. Property Acquisition Related to Heritage Village Park for Property Located at:**

- i. LSS Properties LLC - 6455 Doffing Ave - 20-36500-32-110**
- ii. Hay – No address - 20-36500-31-050**
- iii. Walser Real Estate III LLC – 4343 65th St E – 20-36500-32-070**
- iv. Kramer – 4301 64th St 20-36550-31-070**

2. CALL TO ORDER 3. ROLL CALL:

The City Council of Inver Grove Heights met in regular session on Monday, April 23, 2018, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m.

Present were Councilmembers Piekarski Krech, Bartholomew, Hark, and Perry; City Administrator Lynch, City Attorney Kuntz, Community Development Director Link, Public Works Director Thureen, Police Chief Schnell, and Community Development Support Specialist Fox.
Absent: City Clerk Tesser and Recording Clerk Yourczek.

4. PRESENTATIONS:

5. CONSENT AGENDA:

- A. i. Minutes of April 2, 2018 Work Session Meeting Minutes.**
- ii. Minutes of April 9, 2018 City Council Meeting Minutes.**
- B. Resolution 18-71** Approving Disbursements for Period Ending April 17, 2018.
- C. Consider Pay Request No 5 (Final) – Bid Package 2 – East Rink Floor Project – City Project 2017-05.**
- D. Consider Approval of Purchase Agreement for Real Property Located at 4301 64th St E PID 20-36500-31-070. Resolution 18-72**
- E. Resolution Ratifying Acceptance of a Proposal from Wendel for Environmental Services to Perform a Wetland Delineation Relating to the Fire Station No. 2 Project Approval. Resolution 18-73**
- F. Consider Pay Voucher No. 7 for the 2017 Capital Improvement Program, City Project No. 2017-02 – NWA Watermain Improvements, 65th Street Loop.**
- G. Approve Drainage and Utility Easement Agreement for 7535 Cloman Way.**
- H. Consider Resolution 18-74** Approving of an Agency Adjustment Agreement (No. 1030893) with MnDOT for City Utilities in the Right-of-Way of I-494 for MnDOT Project S.P. 1985-149 (TH 149 from Hardman Avenue to Blaine Avenue).
- I. Consider Resolution 18-75** Approving Agreements with Inver Hills Community College (IHCC) for City Project No. 2015-09D – Broderick Boulevard Reconstruction.
- J. Authorization for the Use of Eminent Domain Process to Acquire Property for the Construction of Heritage Village Park. Resolution 18-76**
- K. Personnel Actions.**

L. Resolution 18-77 Accepting Quotes and Awarding Contracts for City Project No. 2018-04 Arbor Pointe PUD Shared Street Light System Improvements for Street Light Removal (Phase 1).

City Administrator Lynch stated that the Agenda has been revised due to a change to Item 5L. It was on the previous Agenda as Item 5J. He stated that Item 5J on the previous Agenda was for the Awarding of Contracts for City Project 2018 Arbor Pointe PUD Shared Light System Phase 1. The earlier Resolution indicated Phase 1 and Phase 3. He stated that an updated hard copy of the Resolution has been given to the council this evening.

Motion by Bartholomew second by Hark to approve the Consent Agenda for all items including 5L. He requested they pull Agenda Item 5Aii due to his absence from that meeting.

**Ayes: 5
Nays: 0 Motion carried.**

Motion by Hark second by Perry to approve Agenda Item 5Aii.

**Ayes: 4
Nays: 0
Abstain: 1 (Bartholomew) Motion carried.**

6. PUBLIC COMMENT: There were no public comments at this time.

7. PUBLIC HEARING:

A. Assessment Hearing for 2018 Pavement Management Program, City Project No. 2017-09E – 93rd Street/Abigail Court Area Reconstruction. Resolution 18-78

Assistant City Engineer Steve Dodge stated that this item is regarding the area located at 93rd Street and Abigail Court for the street reconstruction project, storm sewer improvements, and a new infiltration basin. The estimated cost of the project will be \$1,107,200. He stated that the assessments will be \$19,500 per single family parcel. The timeline includes awarding the contract on May 14, with construction to begin on July 5th or earlier if the contractor chooses.

He stated that there have been no written objections.

Motion by Piekarski Krech second by Perry to close the Public Hearing at 7:08PM.

**Ayes: 5
Nays: 0 Motion carried.**

Motion by Piekarski Krech second by Perry to approve the Assessment Hearing for 2018 Pavement Management Program, City Project No. 2017-09E – 93rd Street/Abigail Court Area Reconstruction. Resolution 18-78

**Ayes: 5
Nays: 0 Motion carried.**

8. REGULAR AGENDA:

I. COMMUNITY DEVELOPMENT:

A. CITY OF INVER GROVE HEIGHTS; Consider the following actions for proposed Fire Station No. 2 located at 9250 Courthouse Boulevard:

- a) **A Resolution 18-79 relating to a Comprehensive Plan Amendment to Change the Land Use Designation of Parcel A from RC, Regional Commercial to Public/Institutional and to modify the MUSA boundary.**
- b) **An Ordinance 1352 to Rezone Parcel A from B-3, General Business to P, Institutional.**
- c) **A Resolution 18-80 relating to a Major Site Plan Approval for a 36,000 square foot fire station.**
- d) **A Resolution 18-81 relating to a Variance from building and parking lot setbacks.**

Community Development Director Tom Link stated that the property is located at Highway 52/55 and Concord. The request has four different parts and requires a 4/5 vote. He stated that the City recently acquired one of the properties with the intent to construct a Fire Station and that the property is zoned Commercial. He stated that in order to allow for a Fire Station the zoning changes need to be made. Once the zoning has been changed, the Fire Station will become a permitted use.

He stated that the project meets performance standards except for two setbacks. One is the setback of the Fire Station and the other is the setback for the parking lot.

He stated that Staff finds the variances justified, the Planning Staff recommends approval, and that the Planning Commission unanimously recommends approval.

Motion by Piekarski Krech second by Perry to approve the following actions for proposed Fire Station No. 2 located at 9250 Courthouse Boulevard:

- a) **A Resolution 18-79 relating to a Comprehensive Plan Amendment to Change the Land Use Designation of Parcel A from RC, Regional Commercial to Public/Institutional and to modify the MUSA boundary.**
- b) **An Ordinance 1352 to Rezone Parcel A from B-3, General Business to P, Institutional.**
- c) **A Resolution 18-80 relating to a Major Site Plan Approval for a 36,000 square foot fire station.**
- d) **A Resolution 18-81 relating to a Variance from building and parking lot setbacks.**

Ayes: 5

Nays: 0 Motion carried.

II. ADMINISTRATION:

B. CITY OF INVER GROVE HEIGHTS; Consider Authorization to begin the Hiring Process for the Communications Manager and Communications Specialist positions.

City Administrator Joe Lynch stated that due to some confusion in some figures during the April 6th meeting, there is a memorandum included in your packets dated April 17th to help clarify. He stated that the two positions they are hiring for are the Communications Manager and a Communications Specialist. The Communications Manager would be a supervisory position at a proposed salary of \$81,619 to \$103,688. The Communications Specialist is the replacement for the position of Marketing Coordinator, that position used to be combined with the Guest Services Supervisor position but was separated. The Coordinator position is a part-time position of 30 hours a week with a salary range of \$43,150 to \$54,413. He stated that they are looking for approval to advertise for both positions, then interview, and make recommendations on hiring for both positions.

Councilmember Hark asked what the advertising plan was for the Manager position.

Administrator Lynch responded that the process includes advertising in the local paper, advertising in one, or in both the St. Paul Pioneer Press and the Star Tribune, the League of MN Cities, advertising in professional publications, trade magazines and educational institutions. They are seeking applicants with experience or a degree in Communications, Marketing, Journalism, English, or a related field.

Councilmember Perry stated that due to the fact that they have their department head meeting next week, she would like to table this item until after that meeting.

Administrator Lynch stated that the meeting next week will include planning for up to five years, and that those plans would include staffing, equipment, contracts for services, programs, etc.

Motion by Perry second by Piekarski Krech to table to Consider Authorization to begin the Hiring Process for the Communications Manager and Communications Specialist positions until after the department head meeting.

Ayes: 5

Nays: 0 Motion carried.

9. MAYOR & COUNCIL COMMENTS:

Mayor Tourville stated that they have a Town Hall Meeting on Wednesday, April 25th at 6:00 p.m. in the City Council Chambers.

City Administrator Lynch stated that there will be a presentation covering items for residents and business owners and operators.

Councilmember Hark commented that he had received an email from a resident that stated that they had an interaction with the Police Department and were impressed with the way the Department handled the interaction. He stated that the person tied it to the CIT Training that the City had the Officers go through. Councilmember Hark stated that they served the City well by approving the CIT Training and that it is being used to assist the Officers in a good way.

Councilmember Piekarski Krech stated that she attended the meeting in Eagan regarding the Vikings Training Facility traffic issues. She stated that there are a couple of intersections located in Inver Grove Heights that will have Police Officers stationed at, once they reach a certain number. She stated that everyone going into the facility will be ticketed so they can control the numbers coming in and out.

Mayor Tourville stated that the May Day 5K for the Best Foundation is being held on Saturday May 5th at 9:00 a.m. at the Training Center. Visit the School's website or the Best Foundation website to sign-up.

10. EXECUTIVE SESSION:

A. Consider Strategy for Labor Negotiations Pursuant to MN 13D.03.

City Attorney Tim Kuntz stated that Statute 13D.03 provides that the Council can hold a closed-door Executive Session to consider strategies for labor negotiations including negotiation strategies, developments or discussion and review of labor negotiation proposals conducted pursuant to the Collective Bargaining Act. The Council is being asked to utilize that Statute and to move to an Executive closed door-session for the purpose to consider strategies for labor negotiations as outlined by the Statute. He stated that the closed-door session will begin immediately after the Council makes a motion to move to that session. The location will occur in the Mayor's conference room right off City Council Chambers. Those in attendance will be Mayor Tourville, Councilmembers Piekarski Krech, Bartholomew, Perry, and Hark, City Administrator Joe Lynch, City Human Resources Coordinator Janet Shefchik, and City Attorney Tim Kuntz. After the meeting the Council will adjourn and will not return to public session.

Motion by Piekarski Krech second by Perry to move into Executive Session.

Ayes: 5

Nays: 0 Motion carried.

11. **ADJOURN**: The meeting was adjourned at 7:26 p.m.