Mayor Johnston called the meeting to order at 7:00 p.m.

PRESENT: Mayor Johnston and Council Members Emmons, Park, Pearson, and Smith

Also Present: Administrator Messelt, Attorney Sandstrom, City Engineers Griffin and Stempaski, Planning Director Klatt, Finance Director Bouthilet and City Clerk Lumby.

APPROVAL OF AGENDA:

MOTION: Council Member Emmons moved to approve the April 19, 2011 City Council agenda, as amended. Remove Agenda Items #5 and #6 to the Regular Agenda. Council Member Park seconded the motion. The motion passed 5-0.

ACCEPTED MINUTES:

The March 8, 2011 Council Minutes were accepted by consensus of the City Council.

The April 5, 2011 Council Minutes, as amended, were accepted by consensus of the City Council.

PUBLIC COMMENTS/INQUIRIES: None

CONSENT AGENDA:

MOTION: Council Member Emmons moved to approve agenda items #3 and #4 as presented on the Consent Agenda. Council Member Pearson seconded the motion. The motion passed 5-0.

- Approve Payment of Disbursements and Payroll in the amount of $158,774.90
- Approve the 2011 On-Sale Intoxicating Liquor License to Prom Management Group, Inc. for Tartan Park Restaurant located at 11455 20th Street N., contingent upon affirmative recommendation from the Washington County Sheriff’s Department
REGULAR AGENDA:

- Authorize Contracting for Professional Services for Organization and Personnel-Related Matters

On March 1st, 2011, the City Council authorized the advertisement and solicitation for Professional Services to address Organization and Personnel considerations relating to the Finance Department. City staff prepared a Request for Proposals and solicited four recommended firms by the League of MN Cities. Only one of the four identified firms, Springsted Inc., responded with a qualified bid.

Council discussion followed on directing staff to re-solicit the RFP, including specifically to Virchow Krause, to provide the desired personnel and financial organizational services, with the proposals going through a selection process by the Personnel Subcommittee and the final decision made by the City Council.

MOTION: Council Member Smith moved to rebid the Request for Proposals for Professional Service for Organizational and Personnel-Related matters. The motion passed 3-2 (Mayor Johnston and Council Member Emmons voting against).

Approve Agreement for the transfer of DeMontreville Trail to Lake Elmo

The City Council was asked to approve the Agreement for the transfer of County Road 13B (DeMontreville Trail N.) from CSAH 35 (Olson Lake Trail N.) to Trunk Highway 36, to the City.

Washington County has to meet the following conditions:

- The County must complete repairs or improvements on the roadways or provide an equal amount of compensation thereof, that are necessary to meet County standard for similar roads;
- The County must properly record with the County Reorder all County interest in real estate used for the roadway;
- The County must maintain the roadway being transferred for a period of two years from the date of revocation.

The Council had directed staff to move forward without a trail addition but to work with the County to obtain a maximized width of bituminous pavement to create greater separation between pedestrian and vehicular traffic. The City Engineer reported that after several plan review discussions, the County final plans include the placement of a 24-foot wide paved road with 1.5 foot gravel shoulders. This keeps property and wetland impacts to a minimum, but does not meet standard bike/pedestrian trail requirements.
MOTION: Council Member Park moved to approve the Agreement for the Transfer of County Road 13B (DeMontreville Trail) to the City and request the County pursue, as an added safety factor, rumble strips. Mayor Johnston seconded the motion. The motion passed 5-0.

Consider Approving Resolution 2011-017, Authorizing the Mayor, City Administrator and to Execute Contract No. 98460; an Agreement with MnDot for the Community Roadside Landscaping Partnership Program

The City Council was asked to approve Resolution 2011-017 authorizing the Mayor and City Administrator to execute Contract No. 98460; an agreement with MnDOT for the reimbursement of up to $14,955 in landscaping materials for a proposed Highway 5 beautification project. This resolution is required by MnDOT to officially enter into the agreement and for the City to receive the reimbursement money after the project is complete.

The proposed project is located in two different areas of the City. The first location, with a planting date of Saturday, May 21st, is located on the north side of Highway 5 near the entrance to Wildflower Shores and west of the new roundabout. The second planting, with a date of Saturday, June 4th, is located on the south side of Highway 5 and just west of the Highway 5 and Manning Avenue intersection with a small continuation near the Fields of St. Croix 2nd Addition entrance on the north side of the road.

MOTION: Council Member Smith moved to approve Resolution No. 2011-017, authorizing the Mayor, City Administrator and to execute Contract No. 98460; an agreement with MnDOT for the Community Roadside Landscaping Partnership Program. Council Member Emmons seconded the motion. The motion passed 5-0.

Authorization to Purchase Landscape Material for MnDOT Landscape Partnership Program Planting

The City Council was asked to authorize the purchase of landscape material for the MnDOT Landscape Partnership Program planting project. Pricing for material meeting MnDOT specifications were received from three companies: Abrahamson Nursery, Bachman Wholesale and Grove Nursery.

Staff recommended accepting the proposal by Abrahamson Nursery with the warranty. Abrahamson Nursery had a competitive and complete prices provided and it was the only complete submission based on the materials as identified in the project. If the warranty is also secured, the pricing still falls well below the $14,955 limit identified in the grant agreement for this project.

MOTION: Council Member Smith moved to direct staff to purchase material from Abrahamson Nursery with a two year warranty for the MnDOT Landscaping Projects this spring. Council Member Emmons seconded the motion. The motion passed 5-0.
2011 Street and Water Quality Improvements; Accepting the Bids and Awarding the Contract

The City Council was asked to accept bids and award a contract for the 2011 Street and Water Quality Improvements. The City Engineer recommended that Council award the contract to the lowest responsible bidder Hardrives, Inc., as outlined in the Engineer’s Recommendation of the Award of the Contract.

MOTION: Council Member Park moved to approve Resolution No. 2011-016, accepting the Bids and Awarding a Contract to Hardrives, Inc. for the 2011 Street and Water Quality Improvements in the amount of $469,524.99, per the Engineer’s Letter of Recommendation for the Award of the contract. Council Member Pearson seconded the motion. The motion passed 4-1 (Council Member Emmons voting against).

Zoning Text Amendment: Consideration of Ordinance No. 08-040 to allow a Park and Ride as a Conditional Use Permit in the HD-RR-LB District

The City Council was asked to consider Ordinance 08-042 amending Section 154.038 to allow a Park and Ride as a conditional use in the HD-RR-LB district, and to include a definition for Park and Ride in Section 11.01. This action was presented at the request of the City Council and has been recommended by the Planning Commission.

There are four properties zoned HD-RR-LB which are located south of Hudson Boulevard and located at the intersections of I-94 and Manning Avenue as well as I-94 and Keats Avenue. An application for a park and ride has not been received, nor is a specific project being discussed at this time.

Council Member Emmons wanted to include a caveat that any Park and Ride must not hamper the City’s ability to provide municipal sewer and water hookups along the I-94 corridor. Emmons argued that it would be difficult for the City to have the REC units (required hookups from Met Co.) placed elsewhere along the sewer line. The City Council discussed this at length.

MOTION: Council Member Park moved to approve Ordinance 08-040 amending Section 154.038 allowing a Park and Ride as a conditional use in the HD-RR-LB district. Council Member Pearson seconded the motion. The motion passed 4-1 (Council Member Emmons voting against the motion).

MOTION: Council Member Emmons moved to direct the staff to research action addressing any negative impact on the City meeting the total REC units and regain any loss of taxable revenue if Park and Ride lots are eventually built in the City. Council Member Park seconded the motion. The motion passed 5-0.
Approval of Sign Maintenance Software and Computer Purchase

The Public Works Department requested authorization to purchase new sign maintenance software, desktop computer, and monitor, as presented at the April 12th, 2011 City Council Workshop.

New federal regulations require all public agencies to inventory and develop an inspection program for all street and regulatory signs in their jurisdiction. This is the first phase of new regulations and must be completed by 2012. Three bids were received.

Staff recommended the purchase of new sign maintenance software (Simple Sign from Roweckamp Associates Inc.) as well as a desktop computer, and monitor, as presented at the April 12th, 2011 City Council Workshop.

MOTION: Council Member Parks moved to approve purchase of Sign Maintenance Software and necessary computer equipment, estimated at $3,000. Council Member Smith seconded the motion. The motion passed 5-0.

Discussion Regarding Planning Department Intern

Council Member Pearson asked for Council input on hiring a Planning Department Intern at a cost of $3,800 to come out of the Consulting Services line item. He questioned if this planning work could be done with in-house help. Planner Klatt noted that assistance is needed on the Old Village and I-94 Corridor Plan and to work with the stakeholder committees.

After some discussion, there was Council consensus that, if the City would be further ahead in the process of the Old Village Plan and I-94 Corridor Plan with the assistance of a planning intern, the Planning Department could proceed with a stipend for an Intern.

CITY COUNCIL REPORTS:

Council Member Smith reported she has met with Kent Green, Vice President of Emergency Services Consulting Inc, who is working on a fire study, similar to the study done 6 years ago, at a cost of $1,300. The final report will be completed in July. Mr. Green will listen to the City needs and help the City implement a plan for the future.

City Administrator Messelt reported, in his opinion, the four boutique libraries will most likely close the end of the year due to financial reasons. He suggested inviting Washington County representatives to a May Council meeting to discuss the Lake Elmo Branch library and transition opportunities.

Mayor Johnston reported on the meetings he attended.
The City Council adjourned the meeting at 9:10 p.m.