



**MINUTES
CITY COUNCIL MEETING
July 15, 2008**

CALL TO ORDER

The meeting was called to order at 6:52 pm.

Present: Mayor: Randy Gilbert; Council: Sam Rettinger, Sharon Henderson, Ben Goodwin, and Jim Benson

Staff Present: City Administrator: Steve Stahmer; Finance Director: Terry Post; City Planner: David Abel;

Absent: None

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

*A motion was made by Benson, seconded by Henderson, to approve the Agenda as presented.
Ayes: all.*

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of July 1, 2008 City Council Work Session
- B. Approve Minutes of July 1, 2008 City Council Meeting
- C. Approve Minutes of July 8, 2008 City Council / Planning Commission Joint Work Session
- D. Approve Minutes of July 8, 2008 City Council Work Session
- E. Approve Vendor Claims and Payroll
- F. Adopt Resolution No. 2008-30 Approving a Salary Step Increase for City Administrator Steve Stahmer

A motion was made by Benson, seconded by Goodwin, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

BUSINESS ITEMS

Appointment of Contract City Assessor

Council member Henderson noted this item had been discussed in a work session prior to the regular meeting.

A motion was made by Henderson, seconded by Rettinger, to appoint Jane Grossinger to the position of contract City Assessor pending successful negotiation of a contract between the City and the chosen Assessor. Ayes: Henderson, Gilbert. Nays: Rettinger, Goodwin, Benson. Motion failed.

Mayor Gilbert stated that RFP's had been solicited for the position of City Assessor consistent with the City's policy of reviewing consultant services. Interviews of three service providers had been conducted during the work session.

A motion was made by Benson, seconded by Rettinger, to appoint Mike Schachterle and Mike Sheplee, Assessment Partners, to the position of contract City Assessor pending successful negotiation of a contract between the City and the chosen Assessor.

Council member Goodwin voiced his support for Mike Schachterle as he is a "known quantity", despite some concerns. He stated he would like to see those concerns directly addressed, and hoped that Schachterle would meet with city staff and allay any concerns staff has about past performance or inappropriate comments made during the review of City Assessor consultant services.

Ayes: Rettinger, Goodwin, Benson. Nays: Henderson, Gilbert. Motion carried.

Summary of Second Quarter Fire Department Operations

Van Eyll appeared before the Council to provide an update on current and future Fire Department operations.

Staff recently completed interviews for the position of Assistant Chief of Operations, with four candidates having applied. A particular candidate will be discussed at an upcoming Fire Advisory subcommittee meeting. Interviews for the position of Assistant Chief of Training and Safety are to be conducted later in the week. Solicitation for Captain and Lieutenant position applicants had been posted earlier in the day. Once officers are in place, the Department will begin the goal setting and strategic planning process. Van Eyll hoped that the slate of proposed officers could be brought before the Council for consideration at their next meeting.

Van Eyll discussed quantities and the different types of calls, comparisons and similarities to the previous year, and reviewed a breakdown of calls by City served. He reported that the hiring initiative was going well, with over 10 firefighter applications recently submitted, some with great qualifications; and clarified the number of position openings at each station. He responded to questions posed by Council member Henderson regarding charges versus Fire Department costs incurred for false alarm calls or for incidents such as downed power lines.

He said that he and officers have been working to keep expenditures within budgetary constraints; however, he observed that the Department's fuel budget will likely be depleted by the end of August. Efforts will be made to work to try and conserve vehicle fuel, for example, not leaving trucks and vehicles running while on scene unless needed.

He further noted that attendance at training and calls had increased.

Mayor Gilbert complimented Van Eyll on his ongoing efforts.

Final Presentation of Wayzata Boulevard Landscaping Project

Stahmer reported that at their May 20 meeting, the Council approved plans and specifications for the Wayzata Boulevard Landscaping Project with some final changes pending, largely related to the Xcel transformer box relocation. At that meeting, staff was directed to bring back the final plans for a final public presentation. City landscape architect Brady Halverson has been working to complete the final bid package based upon those changes and has produced site plans for final review by Council and the public.

Mayor Gilbert said that he had previously mentioned wanting the project plans to be presented again for residents to see, and asked if another public meeting could be scheduled before sending the project out to bid.

Stahmer stated that the evening's Council meeting had not been advertised as an open house, but while not in that format, was intended to be a public airing of the plan. Action on sending the project out for bid would need to move quickly in order for the project to be completed this fall. However, an open house meeting could be scheduled if desired.

Landscape architect Brady Halvorson responded to Council member questions regarding the timeline for relocation of the Xcel transformer boxes; whether the newly buried power lines were active and when the high lines would be removed; ideal timing for the landscaping project to take place; the future height and appearance of tree varieties included in the plan; the removal of the annual/perennial garden from the plan; the planter uprights and whether they should be included in the plan or as a bid alternate; the timeline for bid solicitation and award; and to what degree the City could work with the private property owner to restore landscaping after the transformer boxes have been relocated.

It was the consensus of the Council that the uprights should be included as a bid alternate for the project plan.

Stahmer stated he would speak to the City Attorney and verify whether the project would be subject to the 21-day notice requirement that applies to the bid process for projects estimated at \$100,000 or more. He also would be following up with Wurzer to see if the Public Works Department had standard City waste receptacles in supply.

Mayor Gilbert summarized that it was the direction of the Council that staff work with the landscape architect to send the project out for bid, with the goal of taking action on bids at the Council's first meeting in August.

Council member Henderson voiced her disappointment that the flower garden would not be in the final landscaping plan.

Application for Payment No. 1 from GMH Asphalt for the 2008 Street Improvement Project

Stahmer stated that staff received Application for Payment No. 1 from GMH Asphalt for the 2008 Street Improvement Project in the amount of \$325,028.82, which represents payment for approximately half of the total contract amount and reflects work done through July 1. Project manager and construction administration engineer Toby Muse of SEH has reviewed the application and found it to be in order.

City Engineer Toby Muse provided an update on the status of the project and responded to Council member questions concerning manhole covers; and the replacement and grading of the section of Grand Avenue that had been removed during the project.

In response to an inquiry from Mayor Gilbert about whether or not there had been issues reported by residents in the project area, Stahmer indicated that thus far there had only been some calls about driveway access issues, and the instances were promptly resolved.

Post asked Muse if he anticipated any change orders to the project.

Muse felt fairly confident the project will come in at or under budget. He noted that the contractor may need to wait until September before laying sod to be sure it takes. The contractor will be coming out to water for a time but then will be turning over care to the residents. While paving will take place in August, if sod were to be laid in August there would probably be issues. He expected this year's work will be completed in mid-September.

A motion was made by Goodwin, seconded by Benson, to approve Application for Payment No. 1 from GMH Asphalt Corporation in the amount of \$325,028.82 for the 2008 Street Improvement Project. Ayes: all.

OTHER BUSINESS

Highway 12 Project Update – Benson had received questions from residents about when County Road 6 will be re-open. He also asked if the bypass was still scheduled for completion this coming fall. Stahmer replied that staff had been notified Mn/DOT had extended the current County Road 6 closure for two weeks longer in order to accelerate some work items. Also, at a June meeting with Mn/DOT, they confirmed the project is on schedule. A tentative date of November 9 has been identified for opening the bypass to traffic.

Next Council Meeting Date – Mayor Gilbert noted that he would not be present for the next Council meeting, but that the first meeting in August should be rescheduled as it falls on the National Night Out date. He recommended the new meeting date be within the same week. Council member Benson stated he had work related travel plans that week and would need to check his schedule before confirming his availability for an alternate date.

ADJOURN

Hearing no objection, Mayor Gilbert adjourned the meeting by general consent at 7:44 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk