

**Maple Plain City Council Workshop  
Meeting Minutes  
January 27, 2014  
Maple Plain City Hall**

**1. CALL TO ORDER**

**Councilmember Young called the meeting to order at 7 p.m.**

Present: Councilmembers Dave Eisinger, Justin McCoy and Jerry Young. Also present was City Administrator Tessia Melvin, and City Attorney, Jeff Carson.

Mayor Hackbarth was not in attendance. Councilmember DeLuca arrived at 6:45 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ADOPT AGENDA**

**Councilmember Eisinger moved to adopt the agenda as presented; seconded by Councilmember McCoy. Motion passed 3-0.**

**4. PROCLAMATION**

Acting Mayor Young read a proclamation naming the City of Maple Plain as a Heart Safe Community.

**5. CONSENT AGENDA**

Items to approved under the Consent Agenda:

- A. Approve January 6 City Council workshop meeting minutes.
- B. Approve January 13 City Council meeting minutes.
- C. Approve January 20 City Council workshop meeting minutes
- D. Accounts payable.

**Councilmember McCoy moved to approve the Consent Agenda; Councilmember Eisinger seconded. Motion passed 3-0.**

**6. VISITORS TO BE HEARD**

There were no visitors present.

**7. PUBLIC HEARINGS**

There were no public hearings held.

## 8. ADMINISTRATIVE REPORTS

The 2013 Annual Reports were given by West Hennepin Public Safety and the Maple Plain Fire Department.

City Engineer Boyum gave a monthly report.

## 9. OLD BUSINESS

**Councilmember DeLuca moved to have City Attorney Carson and City Administrator Melvin meet with the two property owners regarding stormwater issues and provide an update to the Council; Councilmember Eisinger seconded. Motion passed 4-0.**

## 10. NEW BUSINESS

### A. Approval of Main Street West and Rainbow Avenue Utility and Street Improvement-Urban Section

City Engineer Dan Boyum presented information on this project. The City Council held a Public Information meeting on Thursday, January 23, which resulted in a lot of good conversation, ideas and answered many questions.

Boyum presented the following to the City Council:

- Survey work and design has begun and is continuing on the project.
- The geotechnical report was completed and forwarded in early January 2014.
- The Council discussed possible sanitary sewer extensions to serve areas in Independence, west of the current City Limits at their work session on January 6, 2014 and at the January 13, 2014 council meeting.
- Council directed Staff to contact Independence Staff to review service areas and possible sanitary sewer extensions.
- The City Engineer has further reviewed the rural versus urban section on Main Street and is recommending the urban section to minimize disturbance to adjacent properties, minimize the number of easements outside of the right-of-way, and to address the overall storm sewer system in Rainbow Park.
- The City Council reviewed the attached figures and engineering recommendations at their January 20, 2014 Worksession.
- A public information meeting was held on Thursday, January 23, 2014 to receive public comments on the engineering recommendations and current project design.
- The proposed schedule is to bring plans and specifications back to the February 24, 2014 Council meeting for approval and to set the bid opening.

**Councilmember McCoy moved to approve Main Street West and Rainbow avenue Utility and Street Improvements as an urban section; Councilmember Eisinger seconded. Motion passed 4-0.**

## **B. Approve Specifications, Authorize Ad for Bid Water Meter Replacement**

Melvin reported that the City owns nearly 700 water meters, that measure water use and provide basic data used for utility billing. Water meters are very accurate when new, but their mechanical components are subject to wear and tear and tend to under report water usage as they age. The current water meters are 35+ years old and are in need of replacement. There are effectively two approaches to collecting water meter data via radio signal available in the municipal water utility market that are cost-effective for the City of Maple Plain. The most common approach involves vehicle mounted mobile data collectors and a fixed network to collect the radio data.

Option A: Fixed networks are primarily attractive to cities that need to bill at more frequent intervals or wanting the ability to monitor water use in real-time for the purpose of in-home leak detection. For those potential benefits, there would be a substantial additional cost (est. 30%) vs. mobile reading. Time reduction of staff is estimated at two people for an entire week to four hours for one person.

Option B: Mobile reading would allow drive by reads. No additional infrastructure is needed. Time reduction of staff is estimated at two people for an entire week to four hours for one person.

The primary goals of the Water Meter Replacement Project, in addition to getting more accurate accounting of customer water use and create a more time-efficient method of reading meters, instead of staff walking in all elements of weather. The bid documents would require the bidders to identify which option they can provide and supply additional detailed information regarding warranties, maintenance costs, batter life, etc. that will aid the City in determining which proposal will meet the City's long-term needs.

The following timeline was provided to the City Council:

- Approve Specs and Authorize Meter Bidding: January 27
- Award Meter Purchase/Delivery Bid: February 24
- Municipal Code Changes (as required)
- Authorize Service Agreement for Installation: March 10
- Water Meter Replacements: March and April

**Councilmember DeLuca moved to approve specifications, authorize ad for bid water meter replacement project; Councilmember Eisinger seconded. Motion passed 4-0.**

### **C. Approval of Parks Commission Applicant**

Melvin asked the Council to consider the appointment of Michael Rippberger to the Parks Commission.

**Councilmember McCoy moved to approve Michael Rippberger as a Parks Commissioner; Councilmember DeLuca seconded. Motion passed 4-0.**

### **11. LEGISLATIVE /INTERGOVERNMENTAL AFFAIRS**

There were no legislative / intergovernmental affairs to report on.

### **12. COUNCIL REPORTS & OTHER BUSINESS**

There were no Council reports or other business.

### **13. CLOSED SESSION**

There was not a closed session.

### **14. ADJOURNMENT**

**Councilmember McCoy moved to adjourn at 7:45 p.m. ;Councilmember Eisinger seconded. Motion passed 4-0.**

*Prepared by*

Tessia, City Administrator