

**Maple Plain City Council Meeting
Meeting Minutes
June 23, 2014
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Hackbarth called the meeting to order at 7 p.m.

Present: Mayor Roger Hackbarth and Councilmembers Justin McCoy, Dave Eisinger, Mike DeLuca and Jerry Young. Also present were City Administrator Tessia Melvin, City Engineer Dan Boyum, City Planner Mark Kaltsas and West Hennepin Public Safety Director Gary Kroells.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

**Councilmember Young moved to adopt a revised agenda to include:
C. Joint Cooperation Agreement between Hennepin County and the City of
Maple Plain;**

seconded by Councilmember DeLuca. Motion passed 5-0.

4. PROCLAMATIONS

The Council had a proclamation for the 2014 Step To It Winner: Tom Warner. Warner was not present. The Council also planned to present a bike to Andrew Evans, a 2014 Step To It participant. Evans was not present.

5. CONSENT AGENDA

Items to approve under the Consent Agenda:

- A. Approve May 28 City Council meeting minutes**
- B. Accounts Payable**
- C. Joint Cooperation Agreement between Hennepin County and the City of
Maple Plain**

**Councilmember McCoy moved to adopt the consent agenda; seconded by
Councilmember Young. Motion passed 5-0.**

6. VISITORS TO BE HEARD

Note: This is a courtesy extended to persons wishing to address the Council who are not on the agenda. A completed public comment should be presented to the City Administrator prior to the meeting. Presentations will be limited to 3 minutes. The session will be limited to 15 minutes.

There were no visitors.

7. PUBLIC HEARINGS

A. MS4 Annual Public Meeting

City Engineer Dan Boyum conducted the public meeting to solicit comments from those in attendance regarding the MS4 Permit. The City of Maple Plain has been operating under an NPDES Phase II General Storm Water Permit from the Minnesota Pollution Control Agency since 2003. Boyum stated that each year the City must conduct a public meeting on the existing SWPPP and the progress towards reaching the measurable goals. The City collaborates with both watershed districts on this effort.

Councilmember Young moved to approve the MS4 Public Report; seconded by Councilmember McCoy. Motion passed 5-0.

B. Meadows of Maple Plain Preliminary Plat PUD

City Planner Mark Kaltsas presented a subdivision, rezoning preliminary plat and general plat approval for the Meadows of Maple Plain. The request is to have Council approve the following:

- Subdivision of the property into 18 single-family home sites
- Rezoning to Planned Unit Development- Mixed Use
- General Plan/Preliminary Plat

The applicant, RoseCreek Builders, presented the same information to the Planning Commission at their June meeting, and all of their concerns were addressed.

Kaltsas reported that the plat includes:

- A new east west street and cul-de-sac to provide access into the development.
- The utilities are proposed to be public.
- The applicant is proposing a tot lot to satisfy the park dedication recommendation. The outlet would be deeded to the City as part of the development agreement and final plat.

- The property proposed for the development are smaller than the existing lots, but are within the City's code and have been approved by the Planning Commission.

Kaltsas reported on the public facilities:

- Previously the City requested the applicant provide easement for a potential trail. The Planning Commission did not recommend obtaining a trail easement in this location.
- The applicant is proposing a five-foot sidewalk along the length of the proposed Oak Street.
- The storm water facility will be maintained by the homeowner's association.
- The applicant will install lights that are in accordance to the City's recommendations and meet the City's design standards.
- Based on the fire department's recommendation, the developer will be installing 3 new fire hydrants and making the cul-de-sac along with street lights meet the necessary standards to allow the landing of an emergency helicopter.

Kaltsas reported on the landscaping and signage proposed by the developer:

- The developer has prepared a tree preservation plan for the area.
- The Planning Commission and staff have asked the developer to include more landscaping along both the north and south property lines.
- The developer will provide a monument sign for the project, which will meet the City's design guidelines.

Councilmember Eisinger moved to approve the subdivision of the property into 18 single-family home sites; seconded by Councilmember McCoy. Motion passed 5-0.

Councilmember Young moved to approve the rezoning of Planned Unit-Mixed Use; seconded by Councilmember McCoy. Motion passed 5-0.

8. ADMINISTRATIVE REPORTS

A. City Planner Monthly Report

Kaltsas reported on the following activities:

- Nuisance complaints regarding a newly constructed fence
- Verizon Wireless on antennae
- Review CUP relating to Collision Corner, as they are considering an improvement to their site
- Work with RoseCreek Builders
- Working with residents on setbacks, zoning, subdivision and other planning questions.

Councilmember Young moved to approve the Monthly Planning Report; seconded by Councilmember McCoy. Motion passed 5-0.

B. City Engineer Monthly Report

Boyum reported on the following activities:

- TH 12 Hawk Crossing punchlist items
- Budd Avenue Sanitary Sewer Improvements
 - The permit was not granted from MNDoT in a timely manner, therefore, the project has been delayed.
- Main Street West and Rainbow Avenue Project
 - Coordination with Centerpoint Energy on service and relocates
 - Construction survey and inspections
 - Review change orders
 - Review road access to contractor

9. OLD BUSINESS

A. MCES 2013 Inflow & Infiltration Grant Reimbursement Requests

Melvin reported that the Metropolitan Council Environmental Services (MCES) asked the City of Maple Plain to participate in a grant program designed to help residents pay for repairs to help reduce the inflow and infiltration levels. In 2013 staff sent flyers out to residents about the grant program and received 10 applications. Nine properties were qualified for grant funding. MCES has provided the City with \$7,194.53 in grant funds to reimburse residents upon the completion of their work.

Councilmember Young moved to approve the payment of MCES dollars to

qualified residents for the Inflow & Infiltration Grant Program; seconded by Councilmember Eisinger. Motion passed 5-0.

B. Drake and Perkins Neighborhood Drainage Issues Update

Melvin reported that staff met with about eight residents in the Drake and Perkins neighborhood. Residents described their property, the issues that they have been dealing with and provided any history on their property. Staff recommended to Council that staff Survey the land to determine if and where draitile is located and to televise the storm water drain to determine if there is any indication of collapsed piping or obstructions. The Council asked Melvin to report on cost estimates at the next meeting.

10. NEW BUSINESS

A. Discovery Center Lease

Melvin presented the lease from the Discovery Center for the City to rent City Hall space. Melvin reported that the City began a site assessment in November 2013 with Wenck Construction & Remediation, Inc. Wenck staff proposed the following options for the location of City Hall:

- Rent space at the Discovery Center for 5 years at \$31,000 per year. This includes all expenses, custodial and tenant improvement costs. Currently the City pays about \$15,000 annually in building costs.
- Build a new City Hall at the Fire Station for \$584,000-\$687,000
- Create an addition to the Fire Station for a City Hall: \$685,000
- Consider renting space from the City of Independence.

Melvin reported that the City has hired a commercial broker for the downtown development. As this project nears, the City Council decided that City Hall should be moved. Mayor Hackbarth presented concerns about the public not knowing enough about this move. The Council assured Hackbarth that there had been several workshops on the issue and regular meetings held to discuss the topic of moving City Hall.

Councilmember Young moved to approve the lease between the City of Maple Plain and the Discovery Center to allow the City to rent space for City Hall October 1, 2014 - October 31, 2019; seconded by Councilmember Eisinger. Motion passed 5-0.

11. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

There was no discussion on legislative/intergovernmental affairs.

12. COUNCIL REPORTS & OTHER BUSINESS

A. Report on the Joint Council meeting with the City of Independence

Melvin reported that on Tuesday, June 17, both City Councils met. In attendance were Representatives Hertaus and Osmek to provide a legislative update. In addition, Katie Rodriguez from the Met Council attended to provide an update. The Councils discussed the shared services, the work that has been done with merging the two newsletters and City events and expressed interest in continuing these efforts.

13. ADJOURNMENT

Councilmember Young moved to adjourn the meeting at 7:45 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.