

**REGULAR MEETING
OAKDALE CITY COUNCIL
January 26, 2021**

CALL TO ORDER

A regular meeting of the City Council of the City of Oakdale was held on January 26, 2021, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Mayor Paul Reinke at 7:04 PM.

CALL OF ROLL

On a call of roll, the following were present:

Mayor Paul Reinke

Council Members: Jake Ingebrigtsen
Susan Olson
Colleen Swedberg
Kevin Zabel

Absent: None

Also Present: Christina Volkens, City Administrator
Jim Thomson, City Attorney
Brian Bachmeier, Public Works Director/City Engineer (virtual)
Susan Barry, City Clerk
Alyssa MacLeod, Communications Specialist
Chelsea Petersen, Administrative Services Director
Bob Streetar, Community Development Director
Bill Sullivan, Chief of Police
Julie Williams, Recreation Superintendent (virtual)
Kevin Wold, Fire Chief (virtual)

PLEDGE OF ALLEGIANCE

PUBLIC HEARINGS – CITY PROJECT 2021-01 (2021 STREET IMPROVEMENTS AND ASSESSMENTS)

Mayor Reinke welcomed those attending the hearings virtually and provided a brief explanation of the procedures to be followed. He further explained that the improvements and assessments would be discussed separately and asked that assessment questions be held until that portion of the meeting.

Attorney Thomson explained that objections to the proposed assessments would have to be submitted, in writing, prior to closing the assessment hearing.

Improvement Hearing

Public Works Director/City Engineer Bachmeier stated that 2.47 miles of streets would be improved. He noted that 80 percent of the streets have been improved since the street reconstruction program began in 1992. Public Works Director/City Engineer Bachmeier provided

an overview of the 2021 project and reviewed the city's objectives for the annual program: improving safety, minimizing future maintenance costs, and eliminating service barriers (i.e. weight restrictions) on older streets. He explained that the city's streets are inspected and rated annually.

Todd Blank, Short Elliott Hendrickson, reviewed the improvement process and proposed construction schedule. He showed "before and after" photographs of the 2020 improvement projects as well as images showing street conditions of streets in the 2021 project. Mr. Blank noted that in addition to street improvements, the project would also address signage, storm sewers, underground utilities, fire hydrants, gate valves, and street lighting.

Mr. Blank noted that affected properties would be accessible during the project and advanced notice would be provided to homeowners regarding any temporary access issues. He asked property owners to notify the city about any special events, such as graduation parties or garage sales, so that arrangements could be made for access. Mr. Blank reviewed the locations of street lights and reviewed the construction schedule. He noted that project staff would be on-site to address any issues and to work with property owners on special events noticed the city such as backyard parties or deliveries needed during this time.

Mayor Reinke opened the improvement hearing for comments from the audience.

Janet Pruden, 5452 Helena Road, inquired about elevation changes between her driveway and the street during construction and also about the ability to park a camper on the street at certain times.

Mr. Blank replied that the street elevation would remain the same and asked to be provided with details relating to the camper and suggested using the event calendar for the project.

In response to a request from Jim Majewski, 5165 Helena Road, Public Works Director/City Engineer Bachmeier indicated that he would look into adding a streetlight at the 50th Street and Helena Avenue intersection.

Eric Cooley, 5107 Helena Road, also supported a streetlight in that location and asked about having driveways resurfaced concurrently with the street project.

Mr. Blank asked that property owners contact the city if interested in driveway resurfacing.

Mayor Reinke closed the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON, TO WAIVE READING AND ADOPT RESOLUTION 2021-13, ORDERING CITY PROJECT 2021-01 (2021 STREET IMPROVEMENTS) FOR THE FOLLOWING STREETS:

STREET NAME	FROM	TO
	RECONSTRUCTION	
6th Street N	Hadley Avenue	Hale Avenue N
Hale Avenue N	6th Street	Cul-de-Sac
Hale Avenue N	Hale Avenue N	4th Street N
Hayward Avenue N	4th Street N	Helmo Avenue N
Helena Avenue N	9th Street N	10th Street N
9th Street N	Helena Avenue N	Helmo Avenue N
51st St N	Cul-de-sac	Helena Road
52nd St N	Heath Avenue	Helena Road
53rd St N	Helena Road	E Cul-de-sac
53rd St N	W Cul-de-sac	Helena Road
54th St N	Heath Avenue	Cul-De-Sac
Heath Avenue N	50th Street	52nd Street
Heath Avenue N	52nd Street	54th Street
Heath Avenue N	54th Street	Helena Road
Helena Rd N	50th Street	51st Street
Helena Rd N	51st Street	52nd Street
Helena Rd N	52nd Street	53rd Street
Helena Rd N	53rd Street	Heath Avenue

AND AMENDING THE RESOLUTION TO SHOW \$500,000 OF PROJECT FUNDED FROM THE RESERVES.

2 AYES. 3 NAY – INGEBRIGTSON, OLSON, REINKE.

MOTION FAILED.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER SWEDBERG, TO WAIVE READING AND ADOPT RESOLUTION 2021-13, ORDERING CITY PROJECT 2021-01 (2021 STREET IMPROVEMENTS) FOR THE FOLLOWING STREETS:

STREET NAME	FROM	TO
	RECONSTRUCTION	
6th Street N	Hadley Avenue	Hale Avenue N
Hale Avenue N	6th Street	Cul-de-Sac
Hale Avenue N	Hale Avenue N	4th Street N
Hayward Avenue N	4th Street N	Helmo Avenue N
Helena Avenue N	9th Street N	10th Street N

9th Street N	Helena Avenue N	Helmo Avenue N
51st St N	Cul-de-sac	Helena Road
52nd St N	Heath Avenue	Helena Road
53rd St N	Helena Road	E Cul-de-sac
53rd St N	W Cul-de-sac	Helena Road
54th St N	Heath Avenue	Cul-De-Sac
Heath Avenue N	50th Street	52nd Street
Heath Avenue N	52nd Street	54th Street
Heath Avenue N	54th Street	Helena Road
Helena Rd N	50th Street	51st Street
Helena Rd N	51st Street	52nd Street
Helena Rd N	52nd Street	53rd Street
Helena Rd N	53rd Street	Heath Avenue

5 AYES.

Assessment Hearing

Public Works Director/City Engineer Bachmeier provided an overview of the City’s assessment policies, how assessments are calculated, and rates.

Administrative Services Director Petersen reviewed project financing and explained that property taxes are not utilized to fund street improvement projects as it would result in a permanent tax increase for all property owners in the City. She also provided an overview of assessment payment and prepayment options and hardship deferrals.

Attorney Thomson reiterated the need to submit assessment appeals in writing before the close of the assessment hearing.

Mayor Reinke opened the assessment hearing for comments from the audience.

No comments were brought forth.

Mayor Reinke closed the assessment hearing.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER SWEDBERG, TO WAIVE READING AND ADOPT RESOLUTION 2021-10, ADOPTING THE ASSESSMENT ROLL FOR CITY PROJECT 2021-01 (2021 STREET IMPROVEMENTS) IN THE AMOUNT OF \$1,480,000.

5 AYES.

**APPROVAL OF MINUTES: Special Meeting, January 7, 2021
Regular Meeting, January 12, 2021**

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON, TO APPROVE THE SPECIAL MEETING MINUTES OF JANUARY 7, 2021, AS PRESENTED.

5 AYES.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON, TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 12, 2021, AS PRESENTED.

5 AYES.

OPEN FORUM

a) Jessica Francis – Christian Cupboard Emergency Food Shelf

Jessica Francis, Executive Director of the Christian Cupboard Emergency Food Shelf (CCEFS), located on the Guardian Angels Church campus, shared how the CARES Act donation from the city allowed for the purchase of a walk-in cooler, refrigerated truck for food rescue and off-site food distributions, and temporary staffing to assist with the growth in services during the pandemic.

Mayor Reinke opened the meeting up for questions and comments; none were heard.

CONSENSUS MOTIONS

Mayor Reinke pulled items a, c, e, and f for discussion.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON, TO APPROVE THE FOLLOWING CONSENSUS MOTIONS:

- b) Authorize staff to refund \$125 to the following Used Car Sales Licenses holders: Oakdale Auto Sales, Reflection Auto Sales, and Stillwater Auto Sales.**
- d) Authorize the Mayor and City Administrator to sign the Design and Construction Management Contract with AE2S for City Project 2021-04 (Temporary Treatment Facility at Well 7).**
- g) Waive reading and adopt Resolution 2021-17, Approving the renewal of a Used Car Dealer License to Elite Motorsports, 7500 Hudson Boulevard, Suite 155, subject to conditions.**
- h) Waive reading and adopt Resolution 2021-18, Approving the final plat for the Willowbrooke Second Addition, subject to conditions.**
- i) Authorize the City Administrator to sign Letter of Engagement with Baker Tilly for recruitment services for new Finance Director.**

5 AYES.

a) Consent Item A – LaTour Resignation

Mayor Reinke recognized Police Captain Karin LaTour for her thirty plus years of service to Oakdale.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG, TO WAIVE READING AND ADOPT RESOLUTION 2021-15, ACCEPTING THE RESIGNATION OF POLICE CAPTAIN KARIN LATOUR, FROM THE CITY OF OAKDALE, EFFECTIVE FEBRUARY 12, 2021.

5 AYES.

b) Consent Item C – Temporary COVID Leave Policy

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON TO ADOPT TEMPORARY POLICY: COVID-19 LEAVE BANK FOR MEDICAL AND PERSONAL ABSENCES, SUBJECT TO TWO AMENDMENTS:

- 1. ALLOW THE CITY ADMINISTRATOR TO END THE POLICY PRIOR TO JUNE 30, 2021.**
- 2. RESET THE 80 HOURS FOR ALL EMPLOYEES.**

In response to a question from Council Member Zabel, City Attorney Thomson indicated that the amendments could be made as separate motions.

COUNCIL MEMBER INGEBRIGTSON WITHDREW HIS MOTION.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON, TO ADOPT TEMPORARY POLICY: COVID-19 LEAVE BANK FOR MEDICAL AND PERSONAL ABSENCES, AMENDED TO ALLOW THE CITY ADMINISTRATOR TO END THE POLICY PRIOR TO JUNE 30, 2021.

5 AYES.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER ZABEL, TO AMEND THE MOTION TO PROVIDE FOR A SECOND AMENDMENT TO THE TEMPORARY POLICY: COVID-19 LEAVE BANK FOR MEDICAL AND PERSONAL ABSENCES, AMENDED TO RESET THE 80 HOURS FOR ALL EMPLOYEES, EFFECTIVE JANUARY 26, 2021.

Council Member Swedberg asked that the motion be tabled to February 9, 2021, and for staff to report back on temporary leave policies adopted by [at least] Lake Elmo, North Saint Paul, Stillwater, and Woodbury.

Per questions from the City Council, City Attorney Thomson stated that the City Council was acting on the updated policy presented at the workshop and recommended rescinding the earlier motion adopting the policy with the amendment allowing the City Administrator to end the policy early.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER ZABEL, TO RESCIND HIS INITIAL MOTION TO ADOPT TEMPORARY POLICY: COVID-19 LEAVE BANK FOR MEDICAL AND PERSONAL ABSENCES, AMENDED TO ALLOW THE CITY ADMINISTRATOR TO END THE POLICY PRIOR TO JUNE 30, 2021.

5 AYES.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL TO TABLE ADOPTION OF TEMPORARY POLICY: COVID-19 LEAVE BANK FOR MEDICAL AND PERSONAL ABSENCES TO FEBRUARY 9, 2021.

MOTION FAILED DUE TO LACK OF A SECOND.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON, TO ADOPT TEMPORARY POLICY: COVID-19 LEAVE BANK FOR MEDICAL AND PERSONAL ABSENCES, AS UPDATED AND PRESENTED ON JANUARY 23, AND DIRECT STAFF TO BRING TWO PROPOSED TWO AMENDMENTS BACK ON FEBRUARY 9, 2021.

5 AYES.

c) Consent Item E – Capital Equipment and Other Expenditures

City Administrator Volkers provided an overview of the request to approve 2021 capital equipment purchases (vehicles, IT, Police, and Public Works), in the amount of \$643,700; purchase of an ambulance, in the amount of \$285,000; and to hire a lobbyist to assist with the city's local option sales tax effort, in the amount of up to \$36,000.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON, TO WAIVE READING AND ADOPT RESOLUTION 2021-16, APPROVING 2021 CAPITAL EQUIPMENT PURCHASES AND OTHER EXPENDITURES, AS LISTED:

Public Works	Estimated Cost
Park Harper Sweeper	\$ 20,000
Toro 4000	\$ 60,000
Mower (2)	\$ 30,000
Boom Flail Mower	\$ 5,000
Pickup	\$ 35,000
Trailer (2)	\$ 10,000
Excavator	\$ 55,000
Plow Truck	\$195,000

Police	Estimated Cost
Marked Patrol Vehicle (2)	\$105,000
Body Armor	\$ 10,000
Computers – Office	\$ 5,200
Computers – Squads	\$ 20,000
In Squad Video	\$ 11,200
Portable Radios	\$ 12,000
Radar Systems (2)	\$ 6,500

IT Services	Estimated Cost
City Hall Switch	\$ 3,800
Network Video Recorder	\$ 11,500
Computers and Monitors	\$ 35,000
Phone System Backup, Replacement Phones	\$ 3,500
Printers and Scanners	\$ 10,000
Total	\$643,700

Ambulance	\$285,000
Lobbyist to Assist with Local Option Sales Tax Effort	\$ 36,000

5 AYES.

d) Consent Item F – Local Option Sales Tax

City Administrator Volkens provided an overview of a request to support imposing a local option sales tax to fund a new public works facility and police facility expansion. She provided the following figures based on the earlier workshop discussion: Estimated cost for public works facility: \$22 million, estimated cost for police facility: \$15 million, and estimated amount to be generated from one-half percent local sales tax over 25 years: \$58 million.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER OLSON, TO WAIVE READING AND ADOPT RESOLUTION 2021-17, SUPPORTING THE AUTHORITY TO IMPOSE A LOCAL SALES TAX TO FUND SPECIFIC CAPITAL IMPROVEMENTS PROVIDING REGIONAL BENEFIT, TO ESTABLISH THE DURATION OF THE TAX AND THE REVENUE TO BE RAISED BY THE TAX, AND TO AUTHORIZE THE CITY TO ISSUE BONDS SUPPORTED BY THE SALES TAX REVENUE.

5 AYES.

ADVISORY BOARDS AND COMMISSIONS – COUNCIL LIAISON UPDATES

a) Economic Development Commission

Nothing to report.

b) Environmental Management Commission

Nothing to report.

c) Parks and Recreation Commission

Nothing to report.

d) Planning Commission

Council Member Olson noted that the Planning Commission discussed a zoning code amendment relating to the new HOM Furniture project and elected Emily Milles as Planning Commission Chair and Yaya Diatta as Planning Commission Vice-Chair.

e) Tree Board

Mayor Reinke noted that the Tree Board discussed boulevard plantings at the new Willowbrooke development, the Board's annual spring planting project, and the annual Arbor Day Tree Giveaway, set for May 1 at Walton Park.

CLAIMS

Council Member Swedberg inquired about the Impression Signs invoice for the new Oakdale Nature Preserve sign.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER OLSON, TO APPROVE THE CLAIMS FOR THE PERIOD OF JANUARY 9 TO JANUARY 22 IN THE AMOUNT OF \$704,748.34.

5 AYES.

ADJOURNMENT

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER OLSON, TO ADJOURN THE REGULAR MEETING OF JANUARY 26, 2021, AT 8:44 PM.

5 AYES.

Respectfully submitted,
Susan Barry,
City Clerk