

REGULAR MEETING COTTAGE GROVE CITY COUNCIL

January 5, 2005

SWEARING IN CEREMONY – 7:00 P.M.

State Representative Katie Sieben, House District 57A administered the oath of office to Mayor Sandy Shiely and Council Members Myron Bailey and Karla Bigham.

OPEN FORUM – 7:15 p.m.

Open forum provides a person an opportunity to inform the Council of a problem or to request information related to City business not scheduled for Council action and on the Agenda. Mayor Shiely encouraged persons to limit their remarks to two (2) minutes per issue.

Present: Mayor Sandy Shiely
Council Member Pat Rice
Council Member Mark Grossklaus
Council Member Myron Bailey
Council Member Karla Bigham

Also Present: Ryan Schroeder, City Administrator
Ron Hedberg, Finance Director
Howard Blin, Community Development Director
Jennifer Levitt, City Engineer
John Mickelson, Director Public Safety
Les Burshten, Public Works Director
Caron Stransky, City Clerk
Corrine Thomson, City Attorney

No one stepped forward to speak during Open Forum.

CALL TO ORDER

The City Council of the City of Cottage Grove, Washington County, Minnesota held a regular meeting on Wednesday, January 5, 2005, at the Cottage Grove City Hall, 7516 80th Street South. Mayor Sandy Shiely called the meeting to order at 7:30 p.m.

ROLL CALL

Present: Mayor Sandy Shiely
Council Member Pat Rice
Council Member Mark Grossklaus
Council Member Myron Bailey

Council Member Karla Bigham

Also Present: Ryan Schroeder, City Administrator
Ron Hedberg, Finance Director
Howard Blin, Community Development Director
Jennifer Levitt, City Engineer
John Mickelson, Public Safety Director
Les Burshten, Public Works Director
Caron Stransky, City Clerk
Corrine Thomson, City Attorney

Mayor Shiely presided over the meeting.

ADOPTION OF AGENDA

MOTION BY RICE, SECONDED BY GROSSKLAUS, TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED 5-0.

APPOINTMENTS AND PRESENTATIONS

A. PRESENTATIONS

1. Swearing in Presentation: Police Officer/Paramedic Clare Boyle

City Administrator Schroeder introduced Clare Boyle to the City Council. He stated that Officer Boyle has been a paramedic for 14 years and reviewed her education and employment history with Council. He noted that Officer Boyle currently resides in White Bear Lake with her husband, Jeff Boyle, a Police Officer in St. Paul, and their two daughters Cassandra and Courtney.

City Administrator Schroeder administered the oath to Police Officer/Paramedic Clare Boyle.

Public Safety Director Mickelson reviewed the meaning of an Officer's badge and welcomed Officer Boyle to the Cottage Grove Police Department. Officer Boyle's husband, Officer Jeff Boyle, presented and pinned her with her badge.

B. APPOINTMENTS

NONE

APPROVAL OF MINUTES

NONE

CONSENT CALENDAR

Mayor Shiely provided a brief overview of the Consent Calendar and explained that it contains items on the agenda considered general City business items. She further explained that the Council spends a lot of time, prior to a City Council meeting, reviewing reports presented for consideration. Shiely reviewed, in detail, Item 4B, Appointments for Council Representatives and Liaisons to various Commissions and Committees, with Council.

Council Member Rice referenced Item 4C stating that he would like to acknowledge and thank Cogentrix/LSP for their generous donation for the Economic Development Trust Fund.

MOTION BY BIGHAM, SECONDED BY BAILEY, TO:

- A. ACCEPT AND PLACE ON FILE THE FOLLOWING MINUTES:
 - i. PUBLIC WORKS COMMISSION OF OCTOBER 11, 2004.
- B. APPOINT MARK GROSSKLAUS AS THE VICE-MAYOR FOR 2005, AND RATIFY MAYOR SHIELY'S APPOINTMENTS OF REPRESENTATIVES OR LIAISONS TO VARIOUS COMMISSIONS AND COMMITTEES FOR 2005:
 - ECONOMIC DEVELOPMENT AUTHORITY – MYRON BAILEY/SANDY SHIELY
 - HISTORIC PRESERVATION – MYRON BAILEY
 - HUMAN SERVICES/RIGHTS – KARLA BIGHAM
 - PLANNING – PAT RICE
 - PARKS, RECREATION & NATURAL RESOURCES – KARLA BIGHAM
 - PUBLIC SAFETY, HEALTH & WELFARE – MARK GROSSKLAUS
 - PUBLIC WORKS – MARK GROSSKLAUS
 - FESTIVAL – MYRON BAILEY
 - INVESTMENT – SANDY SHIELY/MYRON BAILEY
 - RED ROCK COMMUTER RAIL – SANDY SHIELY/KARLA BIGHAM
 - SOUTH WASHINGTON CABLE TELECOMMUNICATIONS – PAT RICE
 - SOUTH WASHINGTON WATERSHED DISTRICT – CHERYL KOHLS/PAT RICE
 - LOWER ST. CROIX WATERSHED DISTRICT – CHERYL KOHLS
 - INFRASTRUCTURE MANAGEMENT TASK FORCE – ENTIRE COUNCIL
 - EAST RAVINE – ENTIRE COUNCIL
 - HOLIDAY TRAIN – SANDY SHIELY
- C. ADOPT **RESOLUTION NO. 05-001** ACCEPTING A DONATION FROM COGENTRIX/LSP-COTTAGE GROVE, INC. FOR THE ECONOMIC DEVELOPMENT TRUST FUND.
- D. APPOINT KYLE LINDQUIST AS CHAIR AND KRIS MEINERT AS VICE-CHAIR OF THE PUBLIC SAFETY, HEALTH, AND WELFARE COMMISSION FOR THE REMAINING TERM OF 2004.
- E. DESIGNATE THE SOUTH WASHINGTON COUNTY BULLETIN AS THE CITY OF COTTAGE GROVE'S OFFICIAL NEWSPAPER FOR 2005 WITH AN ADVERTISING RATE OF \$9.65 PER COLUMN INCH.
- F. ADOPT **RESOLUTION NO. 05-002** DESIGNATING DEPOSITORIES FOR CITY FUNDS AND AUTHORIZING THE INVESTMENT OF SURPLUS FUNDS FOR 2005.
- G. APPROVE THE 2005 EMERGENCY MEDICAL SERVICES CONTRACT BETWEEN THE CITY OF COTTAGE GROVE AND THE TOWNSHIP OF GREY CLOUD ISLAND

AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE CONTRACT.

- H. RENEW MULTIPLE ANIMAL LICENSES FOR 2005 CONDITIONED ON COMPLIANCE WITH THE FIVE (5) CONDITIONS OUTLINED IN THE MEMORANDUM FROM CITY CLERK CARON STRANSKY DATED DECEMBER 13, 2004.
- I. APPROVE CHANGE ORDER #1 FOR THE PUMP FACILITY NO. 11 PROJECT FOR THE INSTALLATION OF PANIC HARDWARE ON THE CHEMICAL ROOM DOOR AND AN ADDITIONAL BASE PLATE BELOW THE PUMP DISCHARGE HEAD AND A 20-GALLON TEMPERING TANK ON THE EMERGENCY EYE WAS SUPPLY LINE. TOTAL CHANGE ORDER NO. 2: \$2,132.00.

MOTION CARRIED 5-0.

RESPONSE TO PREVIOUSLY RAISED OPEN FORUM ISSUES

NONE

PUBLIC HEARINGS

NONE

BID AWARDS

NONE

UNFINISHED AND NEW BUSINESS

- A. Consider Placement of a Traffic Signal at 80th Street and Jamaica Avenue.

City Engineer Levitt stated that this is regarding the request for further traffic study of the Jamaica Avenue and 80th Street intersection to determine need for a signal based on current traffic in the area and the impacts of the school district's revised bussing plan. She stated that Bonestroo, Rosene, Anderlik and Associates did a Traffic Study and found little change in the area. Levitt provided the Council with a brief overview of the crash data statistics and the original concerns regarding potential impact on the area due to the revised bussing plan. She stated that the reviewed information consisted of a 2002 Signal Warrant Report conducted by Bonestroo, Rosene, Anderlik and Associates that indicated only one of the four possible traffic warrants was satisfied for a traffic signal and the Accident Data for the period 1998 through 2003, which noted that the warrants for a crash experience were not met. She noted that in reviewing all aspects, it is Staff's recommendation at this time not to install traffic signals. She indicated that the Public Works Commission concurs with the recommendation.

Council Member Bigam clarified that both 80th Street and Jamaica Avenue are State Aid roads and asked if the State would consider contributing or possibly funding the installation of the signal light. She asked if a State Aid Funded Project report or timeline is available for their review.

City Engineer Levitt explained that Staff does review the potential for State Aid funding noting that the projects funded through the State Aid are already identified and reviewed the advanced funding process with Council. She explained that if they were to use dollars from the State Aid fund for the traffic signal, it would impact other projects that have already been approved. She said that the State has indicated that they would not be advancing any dollars this year noting that there are no available dollars in the current pool to fund a traffic signal.

Council Member Bigam referenced the accident reports noting that seven of the accidents did not provide detail. She asked if it would be possible to provide further detail. Public Safety Director Mickelson explained that the only accidents that they are able to provide detail on are those that have been reported to the police. Mickelson indicated he could pull each accident report that is available and provide Council with a detailed overview of the causes for each accident.

Council Member Bailey noted that there was an accident at this intersection over the weekend and asked if the details of that accident would also be included in the report. Public Safety Director Mickelson stated that he would pull the reports and provide a detailed review, in writing to City Administrator Schroeder.

Mayor Shiely stated that residents in this area do believe that the speed would increase in the area if a traffic signal were installed. Shiely explained the residents concern of drivers running yellow lights. She agreed that there is a need to continue monitoring this intersection on a regular basis.

Council Member Bailey asked when a situation like this would become a high priority and what issues would be considered serious enough to install the signal. City Engineer Levitt stated that they are seeing changes in the traffic patterns for this area. She explained that development in the East Ravine could potentially trigger the need for a traffic signal light at this intersection in the future. She indicated that Staff is aware of the potential need and assured Council it would be addressed in the proper timeframe.

MOTION BY RICE, SECONDED BY GROSSKLAUS, TO DENY THE INSTALLATION OF THE TRAFFIC SIGNAL AT 80TH STREET AND JAMAICA AVENUE AND RECOMMEND THAT TRAFFIC COUNTS BE DONE ANNUALLY TO MONITOR THE WARRANT JUSTIFICATIONS. MOTION CARRIED 5-0.

B. Consider Appointing Members to the Infrastructure Maintenance Task Force.

Mayor Shiely stated that Council has reviewed the list of citizens who have volunteered for the Infrastructure Maintenance Task Force noting that Council is pleased with the cross section of volunteers.

City Engineer Levitt stated that Staff is very pleased with the number of citizens who have come forward to volunteer their time to work on the infrastructure issues. She agreed that they have a good cross section of individuals and reviewed the mapped locations of the applicants with Council.

MOTION BY BAILEY, SECONDED BY BIGHAM, TO APPROVE THE APPOINTMENT OF THE FOLLOWING MEMBERS TO THE INFRASTRUCTURE MAINTENANCE TASK FORCE: EDDY WUORENMA, NANCY HANZLIK, LEE FLANDRICH, JR., JENNIFER OSBORNE, KATHLEEN KLEIN, CHRIS REESE, HERB JAPS, GARY KJELLBERG, CHERYL KOHLS, ABIGAIN GRENFELL, KEN BRITTAIN, DAVID OLSON, JEFFREY PODOLL, AND TERRY MILLER. MOTION CARRIED 5-0.

RESPONSE TO PREVIOUSLY RAISED COUNCIL COMMENTS AND REQUESTS

NONE

COUNCIL COMMENTS AND REQUESTS

Council Member Bigham stated that she has asked Public Safety Director Mickelson to pull together information outlining the costs and funding options for a canine unit. She explained that the purpose for her request is for statistics. She stated that she would share the information with Council as soon as it is received.

Mayor Shiely stated that City Council is meeting next Wednesday, January 12, 2005, at 7:00 p.m., to discuss Council Goals for 2005. She stated that Council would be meeting in Council Chambers and that the meeting would not be televised, but is open to the public.

Mayor Shiely stated that she would like to thank everyone for all of their support and involvement in 2004 and wished everyone a happy and prosperous new year in 2005.

PAY BILLS

MOTION BY BIGHAM, SECONDED BY RICE, TO APPROVE PAYMENT OF CHECK NUMBERS 137912 THROUGH 138156 TOTALING \$947,555.85. (CHECKS 137912 - 137959 IN THE AMOUNT OF \$353,991.66 ISSUED PRIOR TO COUNCIL APPROVAL.) MOTION CARRIED 5-0.

WORKSHOP SESSION – OPEN

NONE

WORKSHOP SESSION – CLOSED

NONE

ADJOURNMENT

MOTION BY BAILEY, SECONDED BY BIGHAM, TO ADJOURN THE MEETING AT 8:00 P.M. MOTION CARRIED 5-0.

Respectfully submitted,

Bonita Sullivan
TimeSaver Off Site Secretarial, Inc.