

**CITY OF LAKE ELMO  
CITY COUNCIL MINUTES  
JANUARY 4, 2022**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

*Mayor Cadenhead called the meeting to order at 7:00 pm.*

**PRESENT:** Mayor Charles Cadenhead and Councilmembers Katrina Beckstrom, Jeff Holtz and Lisa McGinn. **ABSENT:** Councilmember Dale Dorschner.

Staff present: Administrator Handt, City Attorney Sonsalla, City Engineer Griffin, Planning Director Just, Fire Chief Kalis, Finance Director Magureau and City Clerk Johnson

**APPROVAL OF AGENDA**

Item 15, "Approve B&B Permit for 8004 50<sup>th</sup> Street North" was removed from the agenda. Council Reports and Staff Reports were added to the end of the agenda.

*Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPROVE THE AGENDA AS PRESENTED. Motion passed 4 – 0.*

**ACCEPT MINUTES**

*Councilmember Holtz, seconded by Councilmember Beckstrom, moved TO ACCEPT THE MINUTES OF THE DECEMBER 7, 2021 CITY COUNCIL MEETING AS PRESENTED. Motion passed 4 – 0.*

**PUBLIC COMMENTS/INQUIRIES**

None

**PRESENTATIONS**

Mayor Cadenhead read a Proclamation in memory of Barry Weeks.

Mayor Cadenhead presented a Proclamation to Mike Cornell recognizing his retirement from the Lake Elmo Fire Department.

**CONSENT AGENDA**

2. Approve Payment of Disbursements and Payroll
3. Accept November 2021 Building Department Report
4. Accept November 2021 Fire Department Report
5. Accept November 2021 Public Works Department Report
6. Accept November 2021 Sheriff's Department Report
7. Designate Official Depositories of Funds-*Resolution 2022-001*

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8. Designate Official Publication Newspaper of Record – *Resolution 2022-002*
9. Adopt Resolution Designating Data Practice Officials and Approving City's Data Practice Policy - *Resolution 2022-003*
10. Designate Authority for EFT Payments – *Resolution 2022-004*
11. Appoint City Attorney (Civil and Prosecution)
12. Appoint City Engineer
13. Approve Opioid Memorandum of Agreement – *Resolution 2022-005*
14. Approve Job Description and Authorize Advertising for Full Time Firefighters
- ~~15. Approve B&B permit for 8004 50<sup>th</sup> Street North~~
16. Award Painting Contract for City Center – *Resolution 2022-006*
17. Approve Pay Request No. 9 (FINAL) for Well No. 5 Pumphouse Improvements
18. Approve Pay Request No. 8 for Hamlet on Sunfish Lake Street and Utility Improvements
19. Approve Release of Warranty Security for Wildflower 3rd Addition
20. Approve Security Reduction for the Northport 3rd Addition
21. Approve Security Reduction for the Legacy at Northstar 2nd, 3rd, and 4th Additions
22. Accept Bids & Award Contract: Torre Pines Street and Utility Improvements – *Resolution 2022-007*
23. Accept Bids & Award Contract: Whistling Valley Street and Utility Improvements – *Resolution 2022-008*
24. Adopt Federal Grants Policy
25. Approve Old Village AUAR Regular Update
26. Approve Krueger Tree Farm Photography IUP Consent Agreement – *Resolution 2022-009*
27. Resolution Approving Easement Acquisition by Eminent Domain for Old Village Phase 5 and 6 Street and Utility Improvements – *Resolution 2022-010*

***Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPROVE THE CONSENT AGENDA AS PRESENTED. Motion passed 4 - 0.***

**ITEM 28: Appoint 2022 Acting Mayor**

***Councilmember Holtz, seconded by Councilmember Beckstrom, moved TO APPOINT COUNCILMEMBER MCGINN AS ACTING MAYOR. Motion passed 4 – 0.***

**ITEM 29: Appoint Required Officials to Fire Relief Association Board of Trustees**

***Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPOINT MAYOR CADENHEAD AND COUNCILMEMBER BECKSTROM TO THE FIRE RELIEF BOARD OF TRUSTEES. Motion passed 4 – 0.***

**ITEM 30: Appoint Planning Commissioners**

*Mayor Cadenhead, seconded by Councilmember Holtz, moved TO APPOINT KYLE RISNER AND BRIAN STEIL TO THE PLANNING COMMISSION FOR TERMS ENDING 12/31/24.*

Motion passed 4 – 0.

**ITEM 31: Appoint Parks Commissioners**

*Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPOINT HANK HOELSCHLER AND ANDREW HODGES TO THE PARKS COMMISSION FOR TERMS ENDING 12/31/24. Motion passed 4 – 0.*

**ITEM 32: 2022 Planning Commission Work Plan**

Planning Director Just presented the Planning Commission Work Plan for 2022.

*Councilmember Holtz, seconded by Councilmember McGinn, moved TO APPROVE THE PLANNING COMMISSION WORK PLAN AS PRESENTED. Motion passed 4 – 0.*

**ITEM 33: Requests for Proposals for Classification and Compensation Study**

City Administrator Handt reviewed the need for an updated classification and compensation study and presented the proposed RFP. Discussion was held concerning future positions to be added.

*Councilmember McGinn, seconded by Councilmember Beckstrom, moved TO AUTHORIZE THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR A JOB CLASSIFICATION AND COMPENSATION STUDY. Motion passed 4 – 0.*

**COUNCIL REPORTS**

**Mayor Cadenhead:** Attended Public Safety Meeting; Metro Mayors meeting on January 10<sup>th</sup>.

**Councilmember Holtz:** Meeting in January for the 3M water settlement group.

**Councilmember McGinn:** Reminder of the law enforcement meeting on January 6<sup>th</sup>, 6:00 pm at Oak Land Middle School.

**STAFF REPORTS AND ANNOUNCEMENTS**

**Administrator Handt:** Applications received for Planning Commission and EDA

**Sgt. Erickson:** Reminded residents to lock their doors and follow other safety tips.

**Finance Director Magureanu:** Provided a reminder that stormwater bills will be merged with utility bills this year.

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Meeting adjourned at 7:48 pm.

ATTEST:

  
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Julie Johnson, City Clerk

**LAKE ELMO CITY COUNCIL**

  
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Charles Cadenhead, Mayor