

**REGULAR MEETING MINUTES
OAKDALE CITY COUNCIL
January 10, 2023**

CALL TO ORDER

A regular meeting of the City Council of the City of Oakdale was held on January 10, 2023, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Mayor Kevin Zabel at 7:00 PM.

CALL OF ROLL

On a call of roll, the following were present:

Mayor Kevin Zabel

Council Members: Jake Ingebrigtsen
Andy Morcomb
Susan Olson

Staff Present: Christina Volkens, City Administrator
Sara Ludwig, City Clerk
Jim Thomson, City Attorney
Andrew Gitzlaff, Community Development Director
Melanie Lee, Human Resource Director
Luke McClanahan, City Planner
Nick Newton, Police Chief
Lori Pulkrabek, Communications Manager
Jim Romanik, Public Works Manager
Jason Zimmerman, Finance Director

PLEDGE OF ALLEGIANCE

Scouts BSA Troop 580 conducted a Presentation of Colors flag ceremony and the Pledge of Allegiance.

Mayor Zabel thanked Scout Troop 580 for attending the meeting.

OATH OF OFFICE

City Administrator Chris Volkens administered the Oath of Office to the members of Council elected on November 8, 2022:

- Kevin Zabel as Mayor
- Andy Morcomb as Council Member
- Susan Olson as Council Member

APPROVAL OF THE AGENDA

City Administrator Volkens asked to pull consensus motion “i” and explained the removal of one of the applicants: Blake Schmidt.

Mayor Zabel confirmed that was the only change and suggested discussing further during the Consensus Motions.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON, TO APPROVE THE AGENDA AS PRESENTED FOR THE MEETING OF JANUARY 10, 2023.

4 AYES

APPROVAL OF MINUTES: Workshop, December 13, 2022
 Regular Meeting, December 13, 2022
 Special Meeting, December 20, 2022

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER MORCOMB TO APPROVE THE WORKSHOP MEETING MINUTES OF DECEMBER 13, 2022.

4 AYES

A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 13, 2022.

4 AYES

A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO APPROVE THE SPECIAL MEETING MINUTES OF DECEMBER 20, 2022.

3 AYES, 1 ABSTENTION – Morcomb

INTRODUCTIONS

- a) Scouts BSA Troop 580

Mayor Zabel recognized Scouts BSA Troop 580 and each made an introduction with their name, age, and scout rank. Each scout member was presented with a City lapel pin.

Mayor Zabel again thanked Scouts BSA Troop 580 for attending, presenting the colors, and leading the pledge of allegiance.

OPEN FORUM

Mayor Zabel invited comments from the audience. No comments were heard.

CONSENSUS MOTIONS

- a) Request that the City Council designate the St. Paul Pioneer Press as the official newspaper for the City of Oakdale for the calendar year of 2023.
- b) Request that the City Council waive reading and adopt Resolution 2023-02, designating the official depositories and investment brokerages for the City of Oakdale for calendar year 2023.

- c) Request that the City Council waive reading and adopt Resolution 2023-03, delegating authority for paying certain claims to the Mayor and City Administrator.
- d) Request that the City Council waive reading and adopt Resolution 2023-01, delegating authority to the Finance Director to make electronic fund transfers.
- e) Request that the City Council not waive the statutory tort limits relating to the liability coverage provided by the League of Minnesota Cities Insurance Trust.
- f) Request that the City Council approve the issuance of 2023 Sale of Tobacco license for Corner Store LLC.
- g) Request per city Code, Chapter 2, Article IV, Sec.2-36 (c) and per City Personnel Policy PE-031, Section 5.0 that the City Council appoint Melanie Lee as full-time probationary Human Resource Director effective January 11, 2023, at a rate of pay consistent with the City base pay schedule.
- h) Request that the City Council waive reading and adopt Resolution 2023-04, directing staff to apply to the MHFA for participation in the 2023 MCPP, and authorizing the City Administrator to execute the MCPP Application Commitment Agreement.
- i) Request per City Code, Chapter 2, Article IV, Sec.2-36 (c) and per City Personnel Policy PE-031, Section 5.0, that the City Council appoint the temporary, part-time Ice Rink Attendant for the Recreation Department, as noted.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO APPROVE CONSENSUS MOTIONS A THROUGH H, AS PRESENTED.

4 AYES

Mayor Zabel referred to City Administrator Volkens explanation earlier that consensus motion “i” is for approving the hire of temporary, part-time ice rink attendants and that one individual has been removed from consideration: Blake Schmidt.

Council Member Morcomb recused himself from the vote because one of the applicants is his daughter: Emily Morcomb.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO APPROVE CONSENSUS MOTION I, AS AMENDED.

3 AYES, 1 ABSTENTION – Morcomb

ADVISORY BOARDS AND COMMISSIONS

Economic Development Commission (no meeting, Council Liaison Olson)

Environmental Management Commission (met on 1/9/23, Council Liaison Zabel)

Mayor Zabel reported that the Environmental Management Commission worked on their 2023 content calendar discussing ways to share their work with Oakdale residents.

Planning Commission (met on 1/5/23, Council Liaison Ingebrigtson)

Council Member Ingebrigtson did not have any updates.

Parks and Recreation Commission (no meeting, Council Liaison Morcomb)

Council Member Morcomb stated he is excited to serve with the Parks and Recreation Commission, but had no report due to no meeting taking place.

Tree Board (no meeting, Council Liaison TBD)

AWARD OF BID

None

STAFF REPORTS

a) Community Development Update – 4Front Commercial/Retail Property Site Plans

City Planner Luke McClanahan addressed the Council by stating the proposed property is at the northwest quadrant of 34th Street North and High Point Drive North. The site is located in the 4Front Technology & Office Campus and within the 3M/Imation Planned Unit Development (PUD). The approximate size of the site is 8.5 acres. The purpose of the two site plans (for the same property) is to enable future commercial development on the site and give the developer flexibility with either site plan. Site Plan Option 1 would feature a grocery store along with other commercial uses. In the event the developer's negotiation with the grocery store does not pan out, Site Plan Option 2 is the alternative plan.

Mr. McClanahan provided background on the proposed site. Per the City's 2040 Comprehensive Plan, the property was re-guided for commercial use in June 2022. At the same time, the PUD was amended to allow for certain commercial and retail uses.

The site plan for Option 1 was reviewed which includes restaurants, a coffee shop, a pharmacy, a bank, and other general/retail uses.

Mr. McClanahan explained that a traffic analysis was submitted as part of this request. A left turn lane off High Point Drive North was recommended as well as a couple turn lanes for site access approaching High Point Drive North. Three access points are proposed for the development – two off High Point Drive North/private road extension and one off Hemingway Avenue North.

Continuing with the site plan standards, to comply with storm water provisions, there are several storm water basins that will serve the site. Landscaping, site lighting, and trash enclosure requirements have been met for the site. A new sidewalk will be built along High Point Drive North and within the property itself.

Mr. McClanahan concluded that the Site Plan Option 1 request meets the standards subject to the conditions listed in Resolution 2023-05.

Next, the site plan for Option 2 was reviewed which includes the car wash as an alternative to the national grocery chain. The proposed carwash would be in the northwest corner of the site. Due to the underlying PUD – commercial – staff finds that the car wash would be subject to a conditional use permit. The Site Plan Option 2 request meets the standards subject to the conditions listed in Resolution 2023-06.

Lastly, renderings of both site plans were reviewed.

Mr. McClanahan summarized some conditions set forth in the attached resolutions and recommended approval of both requests subject to the conditions in the Resolutions.

A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO WAIVE READING AND ADOPT RESOLUTION 2023-05, APPROVING SITE PLAN OPTION 1 FOR THE 4FRONT COMMERCIAL/RETAIL PROPERTY WITH CONDITIONS INCLUDED IN THE ATTACHED RESOLUTION.

4 AYES

Mayor Zabel suggested no action on proposed Site Plan Option 2 at this time.

4 AYES

CITY ATTORNEY

No report

ADMINISTRATOR'S REPORT

a) Legislative Agenda

City Administrator Volkens explained that it is good practice for cities to annually discuss and debate on the priorities for the current legislative session. The legislative agenda was discussed at the December 13, 2022 Council Workshop. She stated the proposed priorities are attached to the agenda. Ms. Volkens noted the only change from the workshop discussion on same was the addition of the noise wall along the I-694 corridor as residents have been asking for this. Although the City is not in a position to fund this project the proposed priority on the legislative agenda does support funding for this project from other sources.

Mayor Zabel clarified that these are legislative priorities at the state level for the state legislature.

A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO APPROVE THE 2023 LEGISLATIVE AGENDA, AS PRESENTED.

4 AYES

COUNCIL PRESENTATIONS

a) Acting Mayor Designation and Board and Commission Liaison Appointments

Mayor Zabel explained that per state law and City policy the City has to designate an Acting Mayor.

A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER OLSON TO DESIGNATE COUNCIL MEMBER INGEBRIGTSON AS ACTING MAYOR FOR 2023 AND COUNCIL APPOINTMENTS:

BOARDS AND COMMISSIONS

Economic Development Commission
Environmental Management Commission
Parks and Recreation Commission
Planning Commission
Tree Board

COUNCIL LIAISON

Council Member Olson
Mayor Zabel
Council Member Morcomb
Council Member Ingebrigtsen
TBD

4 AYES

Council Member Morcomb shared that he is honored to be elected and encouraged residents to come to Council meetings, get involved, and reach out.

Mayor Zabel made announcements about the following:

- The Indoor Winter Market is taking place Saturday, January 21, 2023, at the Discovery Center from 9 AM – 1 PM.
- The groundbreaking for The Espen Residences, a 190-unit apartment property is taking place on Tuesday, January 24, 2023.
- Congratulations to the Fall Photo Contest Winners.
- Public Works is still offering Christmas Tree Recycling through the end of January. The cost is \$3 per tree.
- City offices and facilities will be closed on Monday, January 16, 2023 in observance of Martin Luther King Jr. Day.
- Residents can assist the Fire Department by digging out fire hydrants.

CLAIMS

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER MORCOMB TO APPROVE CLAIMS FOR THE PERIOD DECEMBER 14, 2022 TO DECEMBER 27, 2022, IN THE AMOUNT OF \$1,066,923.98. APPROVE CLAIMS FOR THE PERIOD DECEMBER 28, 2022 TO JANUARY 10, 2023, IN THE AMOUNT OF \$914,170.32.

4 AYES

ADJOURNMENT

A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER OLSON TO ADJOURN THE MEETING AT 7:31 PM.

4 AYES

Respectfully Submitted,

Sara Ludwig, City Clerk