

**REGULAR MEETING MINUTES  
OAKDALE CITY COUNCIL  
April 25, 2023**

**CALL TO ORDER**

A regular meeting of the City Council of the City of Oakdale was held on April 25, 2023, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Council Member and Acting Mayor Jake Ingebrigtsen at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

**CALL OF ROLL**

On a call of roll, the following were present:

Council Member  
and Acting Mayor                      Jake Ingebrigtsen

Council Members:                      Noah Her  
    Andy Morcomb  
    Susan Olson

Absent:                                      Mayor Kevin Zabel  
    Christina Volkens, City Administrator

Staff Present:                              Kevin Wold, Fire Chief and Acting City Administrator  
    Sara Ludwig, City Clerk  
    Rachel Tierney, City Attorney  
    Brian Bachmeier, Interim City Engineer  
    Andrew Gitzlaff, Community Development Director  
    Nick Newton, Police Chief  
    Lori Pulkrabek, Communications Manager  
    Jim Romanik, Public Works Manager  
    Jason Zimmerman, Finance Director

Others Present:                              Ibrahim Aqel, Oakdale Business Owner

**APPROVAL OF THE AGENDA**

Council Member and Acting Mayor Ingebrigtsen verified that the agenda was amended on Monday, April 24, 2023. He added that another amended agenda is in front of the Council for consideration.

**A MOTION WAS MADE BY COUNCIL MEMBER HER, SECONDED BY COUNCIL MEMBER OLSON, TO APPROVE THE AGENDA AS AMENDED FOR THE MEETING OF APRIL 25, 2023.**

**4 AYES**

**APPROVAL OF MINUTES:      Workshop, April 11, 2023  
    Regular Meeting, April 11, 2023**

**A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER MORCOMB TO APPROVE THE WORKSHOP MEETING MINUTES OF APRIL 11, 2023.**

**4 AYES**

Council Member Morcomb requested that the Regular Meeting minutes for April 11, 2023 be amended. He referenced page 16 of the Council packet which captures the Administrator's Report and Council's approval of the 3M land donation for the new Public Works facility. Council Member Morcomb would like the language about the environmental clean-up of the entire 9-acre site clarified so there is no confusion on what 3M and the City have agreed to in the Real Property Donation Agreement.

**A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER HER TO TABLE THE REGULAR MEETING MINUTES OF APRIL 11, 2023.**

**4 AYES**

### **OPEN FORUM**

Council Member and Acting Mayor Ingebrigtsen invited comments from the audience.

Ibrahim Aqel, co-owner of A&M Trading LLC (DBA: Super Smokedale Oakdale) at 7141 10<sup>th</sup> Street North, introduced himself and invited the Council to stop by his store for a quick tour. He offered to provide input regarding the regulation of the sale of cannabis especially with the pending legislation to legalize the sale of cannabis in Minnesota. Mr. Aqel indicated that his store does not qualify for a THC Product Sales license as it is within 500 feet of a licensed child care center, per the current City Code regulating the sale of THC products. He would like to work together with Council to review his application (once submitted) so his store may be able to qualify for this type of license as it would be difficult for him to pick up and move his store that has been there for approximately 15 years.

#### **a) Proclamation: Arbor Day**

Council Member and Acting Mayor Ingebrigtsen proclaimed April 29<sup>th</sup> as "Peter Graske Arbor Day".

#### **b) Proclamation: Skin Cancer and Melanoma Awareness Month**

Council Member and Acting Mayor Ingebrigtsen proclaimed the month of May as "Skin Cancer and Melanoma Awareness Month".

### **CONSENSUS MOTIONS**

- a) Request that the City Council authorize the City Administrator and Mayor to sign the Encroachment Agreement between Minnesota Pipe Line Company LLC, and the City of Oakdale for the Willowbrooke development.**
- b) 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 Kevin Zittel as full-time probationary Facilities Manager effective May 15, 2023, at a rate of pay consistent with the City base pay schedule, conditioned on passing appropriate background and reference check(s).**

- c) Request that the City Council waive reading and adopt resolution 2023-45, authorizing the acceptance of Grant Navigator funding from the League of Minnesota Cities and approving the appropriate budget amendment.
- d) Request that the City Council waive reading and adopt Resolution 2023-46, approving a Conditional Use Permit for an oversized accessory structure at 6238 50th St N, with conditions included in the attached resolution.
- e) Request that the City Council waive reading and adopt Resolution 2023-47, approving a Conditional Use Permit for an oversized accessory structure at 1117 Greystone Ave N, with conditions included in the attached resolution.
- f) Request that the City Council approve the noise variance requested by JW's Bierstube for the dates of June 16, 2023 and June 17, 2023.
- g) Request the City Council authorize the Mayor and City Administrator to sign the proposal between Baker Tilly and the City of Oakdale for the Municipal Advisor Services.
- h) Request that the City Council waive reading and adopt Resolution 2023-49, renaming the annual spring planting event, the *Jane Klein Memorial Spring Planting Event*, in honor of Jane Klein.
- i) Request that the City Council waive reading and adopt Resolution 2023-50, approving the purchase of a Freightliner 114 SD cab and chassis from I-State Truck Center and the purchase of a dump body and plow equipment from Towmaster in a total amount not to exceed \$274,091 through the State of Minnesota Cooperative Purchasing Venture and amending the 2023 budget.
- j) Request that the City Council waive reading and adopt Resolution 2023-51, approving the purchase of a Maclean MV 5 Municipal Tractor from ABM Equipment & Supply for an amount not to exceed \$167,159 through the State of Minnesota Cooperative Purchasing Venture, amending the 2023 budget, and delaying the trade-in of City vehicle 3317.

A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER HER, TO APPROVE CONSENSUS MOTIONS A-J, AS PRESENTED.

4 AYES

**ADVISORY BOARDS AND COMMISSIONS**

Economic Development Commission (no meeting, Council Liaison Her)

Environmental Management Commission (4/17/23 meeting cancelled, Council Liaison Zabel)

Planning Commission (no meeting, Council Liaison Ingebrigtsen)

Parks and Recreation Commission (4/18/23 meeting cancelled, Council Liaison Morcomb)

Tree Board (no meeting, Council Liaison Olson)

## AWARD OF BID

### a) City Project R2023-02: 2023 Mill and Overlay Street Improvements

Interim City Engineer Brian Bachmeier explained that pursuant to Council authorization, bids were collected for City Project R2023-02. Five contractors submitted bids for the work. Bituminous Roadways, Inc. submitted the low bid of \$819,380.80 which was lower than the Engineer's estimate of \$972,500.00, and less than the budgeted amount for the project. Due to this, Mr. Bachmeier stated there will be a revised budget for the reallocation of Municipal State Aid Funds for future collector street and state-aid projects. He concluded that staff recommends awarding the contract to Bituminous Roadways, Inc.

Mr. Bachmeier noted that the resolution had been amended to include the authorization of the Mayor and City Administrator to enter into a service contract agreement with SEH, Inc. for construction management and inspection. He added that the agreement would be similar to other SEH, Inc. contracts that indicate an hourly rate and "not to exceed" cap.

**A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER HER TO WAIVE READING AND ADOPT RESOLUTION 2023-48 AS AMENDED, AWARDING THE BID FOR CITY PROJECT R2023-02 (MILL AND OVERLAY STREET IMPROVEMENTS) TO BITUMINOUS ROADWAYS, INC. IN THE AMOUNT OF \$819,380.80 AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN AND EXECUTE THE CONTRACT WITH BITUMINOUS ROADWAYS, INC.).**

**4 AYES**

## STAFF REPORTS

### ENGINEERING

#### a) Approval of Plans and Specifications for City Project P2023-05, Willowbrooke Trail Improvements

Mr. Bachmeier provided a brief explanation of what is included in City Project P2023-05. He noted that the plans and specifications were included in the 2023-2027 Capital Improvement Plan (CIP) and were prepared by Alliant Engineering.

Mr. Bachmeier indicated that the resolution had been amended to correct the published advertisement timeframe for bids from 21 days to 14 days, per State statute. He concluded that staff recommends approving the plans and authorizing the advertisement for and collection of bids.

**A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER MORCOMB TO WAIVE READING AND ADOPT RESOLUTION 2023-44 AS AMENDED, APPROVING THE PLANS AND SPECIFICATIONS FOR CITY PROJECT P2023-05, WILLOWBROOKE TRAIL IMPROVEMENTS, AND AUTHORIZING THE ADVERTISEMENT FOR AND COLLECTION OF BIDS.**

**4 AYES**

## CITY ATTORNEY

No report

## ADMINISTRATOR'S REPORT

No report

## COUNCIL PRESENTATIONS

Council Member Morcomb thanked the Eberhard Real Estate Group for hosting the mobile shredding event and supporting the community.

Council Member and Acting Mayor Ingebrigtsen made announcements about the following:

- The City's annual Park Clean Up Week began yesterday and runs through Sunday, April 30<sup>th</sup>. Residents can help make Oakdale parks look great for the summer by volunteering time to pick up the trash and debris accumulated over the winter. Garbage bags are provided, and participants will receive a complimentary gift. Call 651-747-3860 to sign up.
- Registration for summer youth programs opens Thursday, April 27<sup>th</sup> at 8:00 AM. Residents can view the early summer newsletter online at [www.oakdalemn.gov](http://www.oakdalemn.gov), or in person at the Oakdale Discovery Center.
- The City will be distributing trees to those who pre-registered for the Pete Graske Arbor Day Tree Giveaway on Saturday, April 29<sup>th</sup>, at Walton Park. The City had a great response this year, and all trees have been reserved.
- The Maplewood Oakdale Lions Club is hosting the annual Citywide Garage Sale from Thursday, May 4 through Saturday, May 6, 2023. All relevant information is on the Maplewood Oakdale Lions Club Facebook page. Residents can register there as well.

## CLAIMS

**A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER HER TO APPROVE CLAIMS FOR THE PERIOD APRIL 12, 2023 TO APRIL 25, 2023, IN THE AMOUNT OF \$1,632,055.51.**

**4 AYES**

## ADJOURNMENT

**A MOTION WAS MADE BY COUNCIL MEMBER HER, SECONDED BY COUNCIL MEMBER MORCOMB TO ADJOURN THE MEETING AT 7:18 PM.**

**4 AYES**

Respectfully submitted,

Sara Ludwig, City Clerk