

**REGULAR MEETING MINUTES
OAKDALE CITY COUNCIL
June 28, 2022**

CALL TO ORDER

A regular meeting of the City Council of the City of Oakdale was held on June 28, 2022, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Mayor Paul Reinke at 7:02 PM.

CALL OF ROLL

On a call of roll, the following were present:

Mayor Paul Reinke

Council Members: Jake Ingebrigtsen
 Colleen Swedberg
 Kevin Zabel
 Susan Olson

Staff Present: Christina Volkens, City Administrator
 Jim Thomson, City Attorney
 Katie Robinson, Deputy City Clerk
 Jim Romanik, Public Works Manager
 Andrew Gitzlaff, Community Development Director
 Lori Pulkrabek, Communications Manager
 Kevin Wold, Fire Chief
 Luke McClanahan, City Planner
 Jason Zimmer, Finance Director

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG, TO APPROVE THE AGENDA FOR THE MEETING OF JUNE 28, 2022.

5 AYES.

APPROVAL OF MINUTES

A MOTION WAS MADE BY COUNCIL MEMBER SWEDBERG, SECONDED BY COUNCIL MEMBER OLSON TO APPROVE THE WORKSHOP MINUTES OF JUNE 14, 2022.

5 AYES.

A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO APPROVE THE REGULAR MEETING MINUTES OF JUNE 14, 2022.

5 AYES.

OPEN FORUM

None.

CONSENSUS MOTIONS

- a) Request that the City Council approve the issuance of a Special Events Permit – Transfiguration, Feast Day Festival, August 6, 2022, this permit would include; authorizing a temporary liquor license and a firework permit.
- b) Request the City Council authorize the Mayor and City Administrator to enter into an agreement with the Metro Bowhunters Resource Base and exempting Sections 13-6 (a) and 13-15 (a-e) of the City Code.
- c) Request the City Council waive the reading and adopt Resolution 2022-77; and authorize the Mayor and City Administrator to execute a Terms Document with Sawatch Labs to conduct an Electric Vehicle Suitability Assessment.
- d) Request that the City Council approve the amendment to Policy PE-003, Cellular Telephone and Clothing/Uniform Reimbursements, effective immediately.
- e) Request that the City Council approve Policy PE-033, Outside Employment, effective immediately.
- f) Request that the City Council approve the amendment to Policy PE-026, Tuition Reimbursement, effective immediately.
- 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 Sara Quinnell as a Communications Specialist with an effective date of July 11, 2022, at a rate of pay consistent with the City base pay schedule.
- h) 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 Joshua Hyde as a Public Works Seasonal Worker with an effective date to be determined, at a rate of pay equal to \$16.00/hour.
- i) Request that the City Council waive the reading and adopt Resolution 2022-75; replacement door and window revisions highlighted in the 2022 fee schedule.
- j) Request that the City Council waive the reading and adopt Resolution 2022-71 authorizing the Mayor and City Administrator to sign the Master Partnership Contract with MNDOT.
- k) Request that the City Council appoint the following to the Parks and Recreation Commission as follows: Glen Bearth, Term to Expire, June 30, 2023.
- l) Requested that the City Council waive reading and adopt Resolution 2022-77, Accepting a donation from Landscape Revival Committee. *(This motion requires a 2/3s vote to pass).*

- m) Request that the City Council authorize the Mayor and City Administrator to sign the Agreement between MPCA and the City of Oakdale.

COUNCIL MEMBER OLSON, PULLED CONSENSUS B.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER SWEDBERG TO APPROVE CONSENT AGENDA ITEMS A, C – M

5 AYES

Council Member Olson, stated she wanted to have a separate vote for consent item B.

A MOTON WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTON TO APPROVE CONSENT AGENDA ITEM B.

4 AYES

1 NAY, COUNCIL MEMBER OLSON

ADVISORY BOARDS AND COMMISSIONS

Economic Development Commission (no meeting)

Environmental Management Commission (cancelled 6/20/22)

Planning Commission (no meeting)

Parks and Recreation Commission (cancelled 6/21/22)

Tree Board (met on 6/21/22, Liaison, Mayor Reinke)

Mayor Reinke reported that the Tree Board had a very good meeting. The topics of discussion were the success of the Arbor Day tree give-away; 2023 Budget, Future Plans, Council Seats, Summerfest, the Oakdale Golf Outing and Ash Borer / Fall Buckthorn removal.

AWARD OF BID

None

STAFF REPORTS

Community Development

Animal Emergency & Referral Center of Minnesota – Variance for Signage

- a) Request that the City Council waive the reading and adopt Resolution 2022-69 of a variance to allow five (5) additional wall signs on the property addressed 1160 Helmo Ave North.

City Planner, Luke McClanahan presented the Council with the variance request for additional wall signs for the Animal Emergency & Referral Center of Minnesota. The Planning Commission reviewed the variance request as it relates to the Comprehensive Plan and Zoning Ordinance requirements for granting a variance from the number of wall signs allowed on property in a Commercial District. Staff determined the proposed additional signage meets the findings for a granting a variance. The additional signage will help guide individuals to the site during emergency situations. The Planning Commission concluded the additional signs meet review criteria required, and the commission concluded with a 6-0 vote to recommend approval.

Mayor Reinke replied to Mr. McClanahan in reference to the Planning Report stating that including the five questions that were on the survey residents had received/completed, in the Planning Report, the proposal was a great idea and the Planning Commission is in support of this request.

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG, TO WAIVE THE READING AND ADOPT RESOLUTION 2022-69 OF A VARIANCE TO ALLOW FIVE (5) ADDITIONAL WALL SIGNS ON THE PROPERTY ADDRESSED 1160 HELMO AVE NORTH.

5 AYES

Blooming Portraits, LLC – Home Occupation CUP

- b) Request that the City Council waive the reading and adopt Resolution 2022-72 for a Conditional Use Permit – Home Occupation for a photo studio on the property addressed 6619 3rd Street North, with conditions included in the attached resolution.**

City Planner, Luke McClanahan presented the Council with Resolution 2022-72 for a Conditional Use Permit for a Home Occupation. The application points out that there will be enough parking, applicant will be the only employee, many of the photo sessions will take place off-site. The applicant proposed to see clients from 9am – 3pm, with sessions involving one client per day occurring three to four times a week. The Planning Commission had met and determined that the request for a Conditional Use Permit for a home occupation meets the requirements of the zoning ordinance and concluded with a 6-0 vote to recommend approval.

Council Member Zabel mentioned that he believes the hours were restrictive to a home business. City Administrator Volkens replied that the hours could be changed, and it was just what the applicant started with to seek approval but is open to adjust hours. Mayor Reinke added he would like to see the hours adjusted to Monday through Friday 8am – 5pm and Saturday/Sunday 9am – 3pm.

Per the Mayor's suggested time adjustments;

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON, TO WAIVE THE READING AND ADOPT RESOLUTION 2022-72 FOR A CONDITIONAL USE PERMIT – HOME OCCUPATION FOR A PHOTO STUDIO ON THE PROPERTY ADDRESSED 6619 3RD STREET NORTH, WITH CONDITIONS INCLUDED IN THE ATTACHED RESOLUTION WITH HOURS REVISED TO MONDAY THROUGH FRIDAY 8 AM - 5 PM AND SATURDAY/SUNDAY 9 AM – 3 PM.

5 AYES

2022 Park Dedication Fee Schedule Revision

- c) Request that the City Council waive the reading and adopt the attached Resolution 2022-73 amending the 2022 fee schedule for park dedication.**

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER OLSON, TO WAIVE THE READING AND ADOPT THE ATTACHED RESOLUTION 2022-73 AMENDING THE 2022 FEE SCHEDULE FOR PARK DEDICATION.

5 AYES

4Front – Amended Preliminary and Final Plat for Oakdale Farm 3rd Addition

- d) Request that the City Council waive the reading and adopt Resolution 2022-74, approving the Amended Preliminary and Final Plat as requested by Larson Family Real Estate LLLP, plans dated 06-03-2022, with conditions as outlined in the resolution.**

A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER INGEBRIGTSON, TO WAIVE THE READING AND ADOPT RESOLUTION 2022-74, APPROVING THE AMENDED PRELIMINARY AND FINAL PLAT AS REQUESTED BY LARSON FAMILY REAL ESTATE LLLP, PLANS DATED 06-03-2022, WITH CONDITIONS AS OUTLINED IN THE REPLACEMENT RESOLUTION.

5 AYES

CITY ATTORNEY – JIM THOMSON

No report

ADMINISTRATOR'S REPORT

No report

COUNCIL PRESENTATIONS

Council Member Ingebrigtson took a moment to thank City Staff and the Summerfest committee for a successful event.

Council Member Olson seconded Mr. Ingebrigtson's gratitude and stated the Summerfest was well executed.

Mayor Reinke agreed he was very impressed with the City staff and Summerfest Committee and wanted to thank everyone involved. Mayor Reinke also shared that he was notified by City Administrator Volkens that the City of Oakdale had received an AA1 bond rating from Moody's, which is a significant upgrade and accomplishment which will benefit the city financially going forward.. He pointed out that is a result of great work by all including Department Heads and City Staff.

Council Member Swedberg said she agrees with the other Council Members and is very proud of everyone involved and sends her gratitude. While Council Member. Swedberg was at the pancake breakfast, she had a conversation with the individuals who were working at that event and they offered her ideas on how to improve for next year. Council Member Swedberg will send these comments/ideas to City Administrator Volkens.

CLAIMS

A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO APPROVE CLAIMS FOR THE PERIOD OF JUNE 11, 2022 – JUNE 24, 2022 IN THE AMOUNT OF \$526,016,53.

5 AYES.

ADJOURNMENT

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER SWEDBERG, TO ADJOURN THE REGULAR MEETING OF JUNE 28, 2022 AT 7:27PM.

5 AYES

Respectfully submitted,
Katie Robinson
Deputy City Clerk