

**WORKSHOP MINUTES
OAKDALE CITY COUNCIL
September 13,2022**

The City Council held a workshop on Tuesday, September 13, 2022 at Oakdale City Hall, 1584 Hadley Avenue North, Oakdale, Minnesota. The meeting began at 5:30 PM.

Present: Mayor Paul Reinke

Council Members: Jake Ingebrigtsen
Susan Olson
Colleen Swedberg
Kevin Zabel

City Staff Members: Christina Volkens, City Administrator
Katie Robinson, Deputy City Clerk
Jason Zimmerman, Finance Director
Nick Newton, Police Chief
Kevin Wold, Fire Chief
Andrew Gitzlaff, Community Development Director
Jim Romanik, Public Works Manager
Luke McClanahan, City Planner
Loren Cota, Forestry/Env. Services Superintendent

Other: Nick Kantola, Tree Board
Andy Morcomb, Guest (Council Candidate)
Dallas Pierson, Tree Board
Marge Sagstetter, Tree Board

Prior to any presentations and/or discussion, Mayor Reinke reminded the Council, staff and guests these workshop meetings are for information gathering, question clarifying, and no decision making will be made as a Council body.

Mayor Reinke began by thanking everyone from the Police Department, Fire Department, Public Works Department, Washington County Sheriff Department, Washington County Library, Fed-Ex, Tennis and all the companies/vendors who coordinated and participated in the Touch a Truck event.

TREE BOARD INTERVIEW – MICHAEL BENDER

Mayor Reinke welcome Michael Bender to the meeting and thanked him for attending and explained the process is just to have a conversation about him and his interest in the Tree Board.

Mr. Bender has been a resident of Oakdale for 38 years. His experience includes working for Park Nursey for 27 years, Bailey Nurseries for 19 years and retired from there five years ago.

Council Member Zabel asked Mr. Bender to explain one of his answers in the interview questions regarding “Why do you want to serve on the Tree Board”. Mr. Bender’s answer was ‘disagreement with how buckthorn is dealt with’. Mr. Bender went on to state that it is not really a disagreement,

but something he wanted to bring to attention because at the last Tree Board that best time to do buckthorn removal is the fall because they are the last things that lose their leaves and they are easy to spot. However, he said they are full of berries, so when they are drag them across the ground, the berries seed that ground.

Council Member Ingebrigtsen mentioned he feels Mr. Bender certainly seems qualified for the Tree Board.

Mr. Bender explained that when he applied for the Tree Board he was hoping that all of the experience he has had with his work history would be helpful on the Board.

Mayor Reinke explained that all of the commissions have a council liaison and he is the liaison for the Tree Board and he believes the sentiment here is positive and looks forward to getting to know Mr. Bender. He also stated at the next Council meeting the official approval would be done.

DISCUSSION OF TREE BOARD VACANCY

Mayor Reinke asked Council for any other comments in regard to the interview of Michael Bender. All council members are in favor of Mr. Bender.

HOM FURNITURE BREWPUB

City Planner Luke McClanahan began his presentation by stating this is an opportunity for an informal discussion and getting feedback from the Council on the HOM furniture's proposed development.

Mayor Reinke noted that these workshops are not a formal action body, but rather a chance to talk, interact and provide personal comments and thoughts then bring the request forward to the Council or Planning Commission for official action.

Mr. McClanahan explained the location of the site is on the west side of Helmo Avenue North with two access points via private drive that connects to Helmo Avenue North and 10th Street North. The use proposed is a brewery and restaurant sharing the same space and is located in the southeast portion of the HOM Furniture building. The C2 zoning district allows for Taverns and Restaurants. To enable the production of alcohol and outdoor live music events on the site, the applicant will need to obtain a Conditional Use Permit (CUP).

Council Member Zabel stated he believed that there is already an ordinance that talks about alcohol production. Other Council members stated that the ordinance Council Member Zabel is referring to is for distilleries. City Administrator Volkens replied that she will work with legal to have that ordinance updated to include breweries.

Community Development Director Andy Gitzlaff clarified that the code lays out special uses that are prohibited and permitted and it gives council the authority to approve other uses that are consistent with the district through a special use permit. The council prefers an ordinance change as that was requested a while ago.

WORKSHOP MINUTES
SEPTEMBER 13, 2022
PAGE THREE

Mr. Gitzlaff also stated the Community Development Department has used conditional use permits as a vehicle with conditions around it and this could be the same situation to avoid a code amendment.

Mr. McClanahan stated in terms of building code, there are certain considerations the developer will have to keep in mind, such as; a sprinkler system, sufficient exits for the restaurant and brewery, and that staff would need more detail on the outdoor seating and events. Also, there is an existing hydrant, water line and drainage and utility easement in the proposed outdoor patio. The parking requirements should be able to be met but a final employee count will be needed to determine that.

Mr. McClanahan mentioned as part of the Site Plan application, a traffic study will need to be provided by the applicant to ensure issues with traffic will be mitigated. It is the City's expectation that the applicant should contribute towards the costs for improvements to the intersection of Helmo Avenue North and the private drive to improve pedestrian safety and access to the site. He also pointed out that the applicant will need to obtain the proper licensing to produce and sell alcohol on site through the State of Minnesota and the City, respectively.

HOM Furniture, Gabberts, Dock86, Real Estate Director John Pierce began his presentation to council by reviewing a little more detail of the request. He stated the proposed plan will be about 10,000 sq. ft. and will eventually house the brewery, restaurant, kitchen, and event space. The outdoor/patio area will also be a 10,000 sq. ft. space. He and his colleagues did research on local breweries in neighboring towns to see what works and what does not. Many of the businesses they visited are moving toward outdoor entertainment, stating most of their revenue comes from the summer months.

Mr. Pierce shared that the idea is to have an outdoor concert series, of course abiding by noise restrictions as a residential community is nearby. However, if the outdoor music is not an option, they are okay with that as well. He then presented a rough draft of the layout of the indoor and outdoor space via a PowerPoint presentation. He stated that as an owner we want to build it ourselves and will choose the brewer and the restaurateur. The plan once they complete their idea/concept is to meet with an architect to get drawings and use those as a selling tool when searching for the brewer and restaurateur. The look and feel of the space will be geared toward high-class, orderly, inviting, open free flowing with garage doors and picnic tables.

Mr. Pierce then asked the group what they like and / or what they don't like about the concept.

Mayor Reinke thanked Mr. Pierce for his time and told him it is a great concept and it seems like he is hitting the most popular and effective attributes to open such a business. He continued to say the only thing he is worried about is the music aspect while being respectful to the resident's northeast of the area. Overall, he likes the concept.

Council Member Olson asked Mr. Pierce if there is a separate entrance apart from the furniture store. He responded yes, and those will be finalized when the designs are complete. She then asked about the entrance from 10th Street North. City Administrator Volkens replied that the City has HOM Furniture support keeping that open while the city and legal is working through this with MnDOT.

Council Member Zabel stated he likes the concept and thinks it's a perfect use for that space. As far as the noise, he stated he is not sure our code adheres to ongoing outdoor amplified music so the City may need to figure out a mechanism so the developer would not have to come in and apply for some type of permit every time they have an event. He then asked Mr. Pierce if there anything he has seen in the code that might be helpful if it was adjusted to which Mr. Pierce replied not at this point, but the parking requirement for the furniture store remains an issue.

Council Member Olson brought up the topic of the noise and the concern for the neighboring Animal Emergency and Referral Center. She stated the live music could be stressful for any boarded and/or sick animals there. Mr. Pierce reiterated that the live music idea is not a definite, but he did already have a conversation with the CFO of animal hospital and she had no issue with the overall concept plan.

Council Member Swedberg mentioned it may depend on the type of music that is played and Mr. Pierce replied it would be acoustical and not a whole band.

Mayor Reinke asked Mr. Pierce about timing of the plan. Mr. Pierce replied if everything is a "go", then the goal is to have the project completed within a year. Mayor Reinke then asked if Council had any other questions. The group all said it's a great plan and are generally supportive.

PROPOSED NEW POLICY MIS-022 – TEMPORARY USAGE OF CITY-OWNED REAL PROPERTY

Community Development Director Andy Gitzlaff began his presentation stated that this is the second time he had brought this to the group for discussion, the first-time being August 23, 2022. During the first meeting the direction was to bring back a draft policy for potential consideration and research on how other cities handle temporary use of city owned property.

Mr. Gitzlaff continued by covering some highlights of the draft policy. Some of the highlights are; the definition of temporary is 'not' permanent and less than two years, the city would need to recoup the cost of any administration fees for usage permits, and no lease fees are identified. He states that staff recommends a charged lease fee for any use that does not provide any public benefit or is longer than two years. Examples of public benefit may include but no limited to; uses that avoid wear and tear on city roads, reduce construction to neighboring property or support a public construction project. Also, the applicant/requester must demonstrate the public benefit and the Economic Development Authority (EDA) or City Council will approve the overall agreement, depending on the site (i.e. if EDA owns land they approve).

Another highlight Mr. Gitzlaff pointed out is that the policy would include language for usage of property for construction materials and trailers, which would be up to 180 days / 6 months, which is the typical permitted process with the ability to get an extension if needed. Council Member Zabel asked Mr. Gitzlaff why six months is the determining factor. Mr. Gitzlaff explained that a construction season is typically six months and that timeframe was per the guidance of the city's building official.

WORKSHOP MINUTES
SEPTEMBER 13, 2022
PAGE FIVE

Mr. Gitzlaff continued with the policy highlights saying if an application came in under this agreement, staff would review based on the criteria and if it did not meet the criteria, the City Administrator would have the ability to say no. If it does meet the criteria it will have to go through Council or EDA for approval as noted prior.

Mayor Reinke stated it seems like a pretty complete policy and asked the other Council Members if they had any questions.

Council Member Olson asked if an applicant is required to clean up any mess/debris they may leave in the road traveling to and from a construction site. Mr. Gitzlaff replied no, however with any construction project there are road restrictions that need to be complied with.

Public Works Manager Jim Romanik mentioned that every applicant for a construction project needs to have a Stormwater Pollution Prevention Plan (SWPPP) plan as part of their project outline which would cover clean-up of roadways.

Mayor Reinke asked that the information be added to the draft policy.

Council Member Zabel asked if this policy would prevent the use of city land for 'for' profit sales, such as selling of goods?

City Administrator Volkens stated the selling of goods would not be allowed and that should be added to the draft policy. She then asked the group if they are in support of the policy, to which all agreed.

COUNCIL TOPICS

Council Member Zabel shared that all of our city commissions allow for student participation in a non-voting capacity, however, there is not a process to interview them and asked if a process should be outlined and followed. After a brief discussion the group agreed that having the staff liaison speak with the interested student would suffice as an interview process.

City Administrator Volkens said that she thinks it would be beneficial to solicit for this type of participation by students in the local schools.

Council Member Swedberg asked if the city tracks when businesses close. City Administrator Volkens replied no, business closings are not tracked. Council Member Swedberg also brought up the topic of scheduling meetings with each commission with council, if the council thinks this is beneficial and if anyone is aware whether or not commission members are interested in such meetings. City Administrator Volkens shared that she is getting mixed feedback from commissions on the topic. After further discussion, the group decided to not schedule any meetings at this time, but to offer an appreciation business dinner with them.

WORKSHOP MINUTES
SEPTEMBER 13, 2022
PAGE SIX

Council Member Olson brought up that some of the public is not aware that they do not need a license for their dog anymore because on the website the dog park FAQ it says they need a license. City Administrator Volkens replied that will be corrected.

Mayor Reinke briefly brought up the Special Use Funds and the Police Department and Public Works Departments projects the city has coming up. City Administrator Volkens stated that will be a future discussion when further information is available.

City Administrator Volkens shared her concerns with council in regard to vehicle replacement. She explained that there is a lengthy lag time when ordering/receiving vehicles. The current wait time is up to 18 months (after you order it). However, she shared knowledge of a Ford vendor that has some vehicles on hand that can be ordered now at the 2022 rate and paid for in 2023. She asked for permission to order four vehicles that are slated to be purchased in 2023 because if we wait, not only does it push out the arrival time, but the contracted price will change to the 2023 rates. The group agreed to move forward with the ordering of the vehicles.

Mayor Reinke shared a resident's concern with traffic on Greenway coming from Tartan High School. No action was discussion, he just wanted to make it known there is concern at this point.

ADJOURNMENT

The workshop was adjourned at 6:41pm.

Respectfully submitted,
Katie Robinson
Deputy City Clerk