

**REGULAR MEETING MINUTES  
OAKDALE CITY COUNCIL  
September 13, 2022**

**CALL TO ORDER**

A regular meeting of the City Council of the City of Oakdale was held on September 13, 2022, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Mayor Paul Reinke at 7:00 PM.

**CALL OF ROLL**

On a call of roll, the following were present:

Mayor Paul Reinke

Council Members:                 Jake Ingebrigtsen  
  Susan Olson  
  Colleen Swedberg  
  Kevin Zabel

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

Others Present:                     Larry Glassing, Lake Elmo Bank (Acorn Award Winner, Business Commercial)  
  Denny Farrell, Guardian Angels Church (Acorn Winner, Public Location)  
  Michael and Nanette Gomez (Acorn Winners, Residential)

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA**

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG, TO APPROVE THE AGENDA AS AMENDED FOR THE MEETING OF SEPTEMBER 13, 2022.**

**5 AYES**

**APPROVAL OF MINUTES**

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG TO APPROVE THE WORKSHOP MINUTES OF AUGUST 23, 2022.**

**5 AYES**

**A MOTION WAS MADE BY COUNCIL MEMBER SWEDBERG, SECONDED BY COUNCIL MEMBER OLSON TO APPROVE THE REGULAR MEETING MINUTES OF AUGUST 23, 2022.**

**5 AYES**

**PROCLAMATIONS**

Mayor Reinke proclaimed September 17 – 23, 2022 as Constitution Week and September 17, 2022 as Constitution Day.

Mayor Reinke also proclaimed September 20, 2022 as “I.T. Professionals” day.

**OPEN FORUM**

None

**ACORN AWARD PRESENTATIONS**

Mayor Reinke took a few moments to present the Acorn Award to three different category recipients;

- Larry Glassing, Lake Elmo Bank (Business Commercial)
- Denny Farrell, Guardian Angels Church (Public Property)
- Michael and Nanette Gomez (Private Residential Property)

Each accepted an award, certificate and gift card while photos of their properties were displayed. There were also photos of each recipient taken with the Council Member and Mayor.

**CONSENSUS MOTIONS**

- a) Request that the City Council authorize the Mayor and City Administrator to renew the agreement with Sand Creek EAP LLP for employee assistant services, effective September 1, 2022 to August 31, 2023, at a cost of \$3,060.
- b) Request the City Council authorize the Mayor and the City Administrator to enter into the Grant Agreement for the Operation and Maintenance of Carbon Treatment System for Wells 5 and 9.
- c) Request that the City Council approve the issuance of a Massage Premise and Therapy License to Revival Massage Therapy and Kadyn Hutchinson, 7250 Hudson Boulevard N., for the license period of September 14, 2022 through September 30, 2023.
- d) Request that the City Council approve the renewal of a Secondhand Goods Dealer License to Best Buy Stores, LP, dba Best Buy, 8301 3<sup>rd</sup>. Street North, for the license period of August 10, 2022 to August 10, 2023.
- e) Request that the City Council authorize the Mayor and City Administrator to enter into an agreement for City Project P2022-01, Richard Walton Ballfields Five-Eight Rewiring with Killmer Electric Co., Inc. in the amount of \$30,847.00.
- f) Request that the City Council approve the issuance of a new tobacco (through 12/31/22) and off- sale liquor (through 3/31/23) license to Shree Pramukh Inc.
- g) Request that the City Council approve the massage premise license for subject to background clearance by the Oakdale Police Department:
  - Lifeline Healing Massage LLC
  - Body Wisdom Therapeutic Massage
  - Panda  
Massage and;

Request that the City Council approve massage therapist licenses to subject to background clearance by the Oakdale Police Department:

- Guillermina Ortiz Alamillo
- Hannah Bannerman-Thompson
- Melissa Bauer
- Debra Ohler
- XiangJuan Wei
- JunQing Gu

- h) Request that the City Council authorize the Mayor and City Administrator to sign and execute the fire protection service agreement with Johnson Controls Fire Protection.
- i) Request that the City Council waive reading and adopt Resolution 2022-93, Approving the summary publication of Ordinance 883, Amending the Code of Ordinances for the City of Oakdale, Chapter 25 – Zoning, Articles 6, 11, 12, 13, 14, 15, and 18.
- j) Request that City Council approve the Settlement and Release Agreement between City of Oakdale and Tina Voss and authorize the Mayor and City Administrator to sign and execute the Settlement and Release Agreement between the City of Oakdale and Tina Voss, pursuant to Minn. Stat. sec. 412.201, and for City Administrator to implement said Settlement and Release Agreement between the City of Oakdale and Tina Voss, pursuant to Minn. Stat. sec. 179A.20, subd. 5.
- k) 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 Ludwig as a full-time probationary City Clerk effective October 3, 2022, at a rate of pay consistent with the city base pay schedule, condition on passing appropriate background and reference check(s).
- l) 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 a temporary HR Director effective October 19, 2022, at a rate of pay consistent with the city base pay schedule.

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG TO APPROVE CONSENT AGENDA ITEMS A THROUGH L AS PRESENTED.**

**5 AYES**

#### **ADVISORY BOARDS AND COMMISSIONS**

##### **Economic Development Commission** (met 9/7/2022, Council Liaison, Susan Olson)

Council Member Olson shared that the EDC discussed the Bike and Pedestrian Plan. She also gave an update on the Business Retention, Expansion and Attraction (B.R.E.A.) Program letting them know that it was reported that all business visits so far went very well.

##### **Planning Commission** (met on 9/1/22, Council Liaison, Colleen Swedberg)

Council Member Swedberg shared the Planning Commission held several public meetings in regard to variances. She also updated the Commission on the progress of the B.R.E.A. Program and educated them on when to pull building permits (specifically deck and windows).

**AWARD OF BID**

None

**STAFF REPORTS**

**Finance**

Adopt the Proposed 2023 Property Tax Levy and Establish the Date for the Truth-in-Taxation Meeting

- a) **Request that the City Council waive reading and adopt Resolution 2022-94, Adopting the proposed 2023 tax levy and establishing the date for the Truth-in-Taxation Meeting.**

Mayor Reinke took a moment to express his gratitude for all the time and amount of effort the staff members involved in the budget preparation took to pull this information together.

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO ADOPT RESOLUTION 2022-94, ADOPTING THE PROPOSED 2023 TAX LEVY AND ESTABLISHING THE DATE FOR THE TRUTH-IN-TAXATION MEETING. (DATE FOR TRUTH-IN-TAXATION ESTABLISHED FOR DECEMBER 13, 2022)**

**5 AYES**

**Public Works**

Parks Department Drop Bed Trailer V2022-07 Purchase

- a) **Recommend the City Council authorize the purchase of a 2022 trailer and authorize a budget transfer from the Parks General Fund as outlined in Resolution 2022-95.**

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO AUTHORIZE A BUDGET TRANSFER FROM THE PARKS GENERAL FUND AS OUTLINED IN RESOLUTION 2022-95.**

**5 AYES**

**CITY ATTORNEY**

No report

**ADMINISTRATOR'S REPORT**

City Administrator Volkens took a moment to thank the Mayor and Council for their support during the budget process and update the group on the completion of the implementation of OpenGov which is a platform that will be used for budget information and will be live on our City website on 9/14/22.

Link: [2023 Preliminary Budget, Capital Improvement Plan, and Proposed Tax Levy](#)

**COUNCIL PRESENTATIONS**

Council Member Swedberg shared a Pioneer Press article about Cathleen Costello. Cathleen is a 14-year old girl who lives with a rare genome variant that results in a seizure disorder and causes her to be both non-ambulatory and non-verbal. Cathleen's most favorite thing in the world is fairies and has found someone who shares her passion for them, one of her special-education paraprofessionals, Lorrie. Both Cathleen and Lorrie truly love working, imagining and creating all things fairy which has resulted in fairy wonderlands in the yard of Cathleen's residence here in Oakdale. They also worked with others who share the same passion and created a fairy table for the "Magical Fairy Village" event held in a neighboring community. The creation of any fairy has given Cathleen not only pure joy, but a way to show her talents and connect with the community.

REGULAR MEETING MINUTES  
SEPTEMBER 13, 2022  
PAGE FIVE

Council Member Swedberg also reminded the group of two upcoming events; a Crime Prevention class to be held on September 15, 2022 from 6PM – 7:30PM and a Self-Defense class to be held on September 29, 2022 from 6PM – 7:30PM. The events are hosted by our Oakdale Wellness Club 50+. Although the events are free, you do have to register for a spot in the class.

Council Member Ingebrigtsen thanked everyone who participated in the Touch a Truck event. He said it was a very well attended event and very well organized.

Mayor Reinke also thanked all the departments for their coordination and participation in the Touch a Truck event, along with mentioning the other vendors that took part such as Fed-Ex, Washington County Sheriff's office and Tennis Sanitation to name a few. He then took a moment to share the three B.R.E.A. location visits that happened since our last meeting. The locations were; Platinum Bank, Flow Fit, and Warrior Nutrition, all of which did a wonderful job with the visit and tour arrangements.

The Mayor reminded the community about the on-going Farmer's Market that is held on Wednesdays from 2PM – 6PM through October 12, 2022 and the Family Fun Flatables event which is free to the public and will be held on Saturday, September 17, 2022 from 11AM – 4PM at Walton Park.

**CLAIMS (Recommendation: Approve Claims for the period August 20, 2022 to September 9, 2022 in total of \$1,361,254.70.**

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER SWEDBERG TO APPROVE CLAIMS FOR THE PERIOD OF AUGUST 20, 2022 to SEPTEMBER 9, 2022 in total of \$1,361,254.70.**

**5 AYES**

**ADJOURNMENT**

**A MOTION WAS MADE BY COUNCIL MEMBER ZABEL, SECONDED BY COUNCIL MEMBER OLSON, TO ADJOURN THE COUNCIL MEETING AT 7:32PM.**

Respectfully Submitted,

Katie Robinson  
Deputy City Clerk