

## Maple Grove City Council meeting

### Minutes

March 6, 2023

#### Call to order

Pursuant to call and notice thereof, a regular meeting of the Maple Grove City Council was held at 7:30 p.m. on March 6, 2023 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota. Members present were Mayor Mark Steffenson and Councilmembers Judy Hanson, Kristy Barnett, Kristy Janigo, and Rachelle Johnson. Absent was none. Present also were Heidi Nelson, City Administrator; Joe Hogeboom, Community and Economic Development Director; Peter Vickerman, Planning Manager; Ken Ashfeld, Public Works Director/City Engineer; and Justin Templin, City Attorney.

Mayor Steffenson called the meeting to order at 7:30 p.m. and led the city in the Pledge of Allegiance.

#### Additions or deletions to the agenda

Mayor Steffenson asked if there were any additions and/or deletions to the consent agenda to which Heidi Nelson stated the following:

##### Item amended to the agenda

None

##### Item amended to the consent agenda

None

##### Item added to the agenda

None

##### Item removed from the consent agenda for discussion

3J. Park Board appointment

#### Consent items

The following consent items were presented for Council's approval:

## MINUTES

- A. Joint City Council and Park Board worksession meeting – February 16, 2023
- B. Worksession meeting – February 21, 2023
- C. Regular meeting – February 21, 2023

## HUMAN RESOURCES ITEMS

- D. Promotion of assistant building official and recruitment approval for combination plans examiner/ building inspector

Motion to authorize staff to begin the recruitment process for the combination plans examiner/building inspector position and approve the appointment of Caleb Hansen to the position of assistant building official at an annual salary of \$112,792.16, effective March 7, 2023 subject to a 12-month probationary period. All required screenings have been successfully completed.

## COMMUNITY & ECONOMIC DEVELOPMENT ITEMS

- E. Sota Shine Maple Grove planned unit development stage plan, preliminary and final plat

Motion to adopt Resolution No. 23-043 approving the Sota Shine Maple Grove planned unit development stage plan, preliminary plat, and final plat.

## ENGINEERING ITEMS

- F. Facility Condition Assessment & Capital Planning Services

Motion to approve the proposal received by Ameresco, Inc. to provide capital planning and asset management services related to a Facility Condition Assessment and Capital Planning Services for the city's current building portfolio.

- G. Fernbrook Lane corridor study

Motion to approve the proposal received by Transportation Collaborative & Consultants, LLC to provide professional services related to the completion of the Fernbrook Lane Corridor Study.

H. Rush Hollow Project No. 23-06 - approve feasibility report, order public hearing - Resolution No. 23-037

Motion to adopt Resolution No. 23-037 receiving and approving feasibility report for Rush Hollow Project No. 23-06 and ordering public hearing.

#### **ADMINISTRATIVE ITEMS**

I. Agreement for school resource officer services by and between Osseo Area Schools, ISD 279 and the City of Maple Grove

Motion to approve the agreement for school resource officer services by and between Osseo Area Schools, ISD 279 and the City of Maple Grove for July 1, 2023 through June 30, 2026.

J. Park Board appointment

This item was removed by Councilmember Hanson for discussion.

K. Premises permit application for a pub tab and bingo operation at Rock Elm - At the Grove - Res No 23-046

Motion to adopt Resolution No. 23-046 approving a premises permit application for Maple Grove Crimson Football Athletic Club to conduct a pull tab (paper and electronic), bar bingo, paddlewheel, electronic pull tabs, and electronic linked bingo at Rock Elm – At the Grove, 15641 Maple Grove Circle, Maple Grove, MN 55369.

L. Transit stations janitorial agreement with Cady Building Maintenance

Motion to authorize the mayor and city administrator to enter into an agreement with Cady Building for janitorial service for

the transit stations.

M. Approve claims

Motion to approve claims totaling \$ 1,715,434.15.

**Motion by Councilmember Barnett, seconded by Councilmember Hanson, to approve the consent items as amended, removing item 3J (Park Board appointment). Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Consideration of items pulled from the agenda**

The following items were pulled from the consent agenda.

Regarding Item 3J (Park Board appointment), Councilmember Hanson thanked Deb Coss for her dedicated service on the Park Board and for her numerous hours of volunteer service to the community. She then welcomed Krista Kuhnly to the Park Board.

Krista Kuhnly introduced herself to the City Council and stated she was extremely grateful to have been considered for this position. She explained she looked forward to working with this group.

**Motion by Councilmember Hanson, seconded by Councilmember Janigo, to approve the appointment of Krista Kuhnly to the Maple Grove Parks and Recreation Board with a term to expire December 31, 2025. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Special business**

**Open forum**

There were no open forum issues brought before the Council at this meeting.

**Senator Limmer presentation**

Senator Warren Limmer provided the Council with a brief update on the 2023 legislative session. He explained Maple Grove had a new Senate District and he was now responsible for seven cities in northwest Hennepin County. He reviewed the priorities for Maple Grove, which included the Community Center, TH610, the North Metro Regional Public Safety

Training Facility sales tax exemption, and the TH169 and Elm Creek interchange.

Mayor Steffenson thanked Senator Limmer for his work on behalf of the City of Maple Grove. Further discussion ensued regarding the control and licensing of marijuana sales.

## **Public hearings**

### **Public hearing for on-sale wine and 3.2% malt liquor license for MGPK Holding LLC dba Pizza Karma**

City Administrator Nelson reported Pizza Karma was requesting an on-sale wine and 3.2% malt liquor license. She reported the applicant had submitted all necessary paperwork and fees. Staff commented on the request further and recommended approval.

Summan Vaddi, Pizza Karma representative, thanked the Council for considering his on-sale wine and 3.2% malt liquor license. He reported this would be his second store.

Mayor Steffenson encouraged Mr. Vaddi to properly train his employees to ensure they were not selling alcohol to minors or those who should no longer be served.

**Motion by Councilmember Hanson, seconded by Councilmember Barnett, to open the public hearing. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Mayor Steffenson opened the public hearing at 7:49 p.m. and asked if anyone would like to address this issue.

No public testimony was offered.

**Motion by Councilmember Hanson, seconded by Councilmember Janigo, to close the public hearing at 7:50 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Motion by Councilmember Barnett, seconded by Councilmember Hanson, to approve the on-sale wine and 3.2% malt liquor license for MGPK Holding LLC dba Pizza Karma, 11611 Fountains Drive, Maple Grove, Minnesota,**

**subject to compliance with liquor licensing requirements in Chapter 4, Article I of the City Code, with said license to expire June 30, 2023. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Public hearing**

**2023 Street  
Rehabilitation  
Program**

**Resolution No.  
23-045**

Assistant City Engineer Hale discussed the 2023 Street Rehabilitation Program in detail with the Council. He reviewed the two projects that would be completed this year noting approximately four miles of city street would be improved. It was noted the City of Maple Grove had over 290 miles of streets to maintain. He commented on how streets age and deteriorate over time and described how the city selects streets/neighborhoods for improvement projects. The objectives of the street maintenance program were further discussed with the Council. Staff commented further on the improvements that would be completed within the 2023 street project and discussed how properties would be assessed.

Mayor Steffenson explained the proposed assessment would be the maximum and if bids came in lower, the amount would be reduced.

**Motion by Councilmember Hanson, seconded by Councilmember Janigo, to open the public hearing. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Mayor Steffenson opened the public hearing at 8:05 p.m. and asked if anyone would like to address this issue.

John Kallor, 6490 Deerwood Lane North, explained he was not thrilled about the assessment amount. He stated he would like to get a clearer picture on the project timeline. Assistant City Engineer Hale commented residents would be notified by the city regarding the phases of the project. He indicated the city would also have an up to date website for the street improvement project. He anticipated the project would begin around the third week of May. He explained the project timeline would be heavily dependent upon the weather.

Dave Cobb, 9114 Rainier Lane North, expressed concern with

the lack of communication the residents had received from the city. He then requested further information regarding the assessment timeline. Assistant City Engineer Hale reviewed the city's assessment process.

Mr. Cobb asked if there was a process followed by the city for providing advance notice to residents when their streets will be improved. Assistant City Engineer Hale explained the city notifies residents that are included in the five-year plan. He reported the city had followed all Minnesota State Statute 529 procedures. He reported postcards would be sent to property owners in November regarding the assessments and assessments could be paid in full by November 30 or the amount will be assessed to the property.

Mayor Steffenson discussed how the city has been working through a five-year plan for its street improvement projects and explained the two neighborhoods included in this year's project were deemed to be in the worst condition.

Clark MacBeth, 9182 Comstock Lane North, encouraged the city to improve its communication with the public. He explained his HOA had not provided any information regarding the upcoming street improvement project.

Larry Johnson, 11702 65<sup>th</sup> Avenue North, stated he had trees and landscaping in the easement that would be impacted by the street project. He asked that the city work with him to protect these trees. Assistant City Engineer Hale reported the city worked to try and save as many trees as possible. He encouraged Mr. Johnson to reach out to the city's project coordinator in order to schedule an onsite meeting.

Kathryn Habegar, 6313 Balsam Lane, asked if irrigation lines would be marked so as not to be impacted. Assistant City Engineer Hale reported the irrigation lines would be marked. He explained the city likes to save the heads and caps them off, noting the remainder of the system would still work.

Ms. Habegar reported there is horrible ponding at 65<sup>th</sup> and Balsam Lane on the southwest side. She requested the city address this concern with the street improvement project. Assistant City Engineer Hale indicated he was aware of this

concern and the project would be addressing this matter.

Jerry Skoog, 6346 Balsam Lane, stated he had an issue with overflow swale in his front yard. He noted he wrote to Mr. Bzdok last year and never heard back. He requested the city provide more drains along the roadway so the water and debris were not running into his yard. Assistant City Engineer Hale explained the city had put money aside to address the storm water for this street.

Mr. Skoog encouraged the city to use a high-quality contractor and pavement for the new street. He then commented on his water bill and explained he was only using 4,000 gallons but was being charged for 10,000 gallons. He encouraged the city to reconsider its billing structure. Mayor Steffenson encouraged Mr. Skoog to follow up with Public Works Director/City Engineer Ashfeld on this matter.

Mark Nelson, 6448 Evergreen Lane, questioned how many phases were included in this project. Assistant City Engineer Hale reported the street improvement project would have two phases.

Debbie Rambrick, 11701 65<sup>th</sup> Place North, asked if there would be watermain replacement in her neighborhood. Assistant City Engineer Hale reported this was the case.

Ms. Rambrick explained her mailbox continually floods and she was wondering if she should have water service insurance in place. Assistant City Engineer Hale explained the watermain was not causing the mailboxes to flood. He anticipated this was a drainage problem and not a watermain problem. Public Works Director/City Engineer Ashfeld reported the city has on average about 12 service line leaks per year and noted residents could insure their line, if they had concerns.

**Motion by Councilmember Hanson, seconded by Councilmember Barnett, to close the public hearing at 8:38 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Councilmember Janigo stated she was looking forward to discussing the city's assessment process and further



considering how other cities fund their street improvement projects.

**Motion by Councilmember Hanson, seconded by Councilmember Janigo, to adopt Resolution No. 23-045 ordering Buena Vista Terrace & Eagle Lake Trails Area Project No. 23-01 and Copper Marsh & Hidden Meadows Area Project No. 23-02, adopting the special assessments against benefitted lands, ordering plans, approving plans and authorizing advertisement for bids. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Community and economic development items**

**Bella Woods planned unit development concept stage plan**

Planning Manager Vickerman requested the Council consider the Bella Woods planned unit development concept stage plan.

**Motion by Mayor Steffenson, seconded by Councilmember Hanson, to approve adopting Resolution No. 23-044 adopting Bella Woods planned unit development concept stage plan. Upon call of the motion by Mayor Steffenson, there were three ayes and two nays (Councilmembers Barnett and Johnson opposed). Motion carried.**

**Report on upcoming community and economic development items**

Community and Economic Development Director Hogeboom updated the Council regarding the following:

- The Housing for All legislative breakfast would be held on Friday, March 10 from 8 a.m. to 9:30 a.m.

**Engineering-public works items**

**Report on upcoming engineering**

Director of Public Works/City Engineer Ashfeld stated he had nothing to report.

**items**

Mayor Steffenson thanked the Public Works Department for their work to clear the city after the recent winter snow storms.

**Administration  
items**

**Report on  
upcoming  
administration  
items**

City Administrator Nelson explained that the Council has her Monday report if there are any questions. She reported the League of Minnesota Cities Day on the Hill would be held on Thursday, March 9. She noted the North Metro Mayors Association would be meeting with legislators on Wednesday, March 15.

**Items added to  
the agenda**

Councilmember Janigo reported March was women's history month. She then reviewed statistics for City of Maple Grove staff noting 29% of the city's employees were female. She thanked all of the women in leadership positions in the community.

**Adjournment**

**Motion by Councilmember Hanson, seconded by Councilmember Barnett, to adjourn to the regular City Council meeting on March 20, 2023 at 7:30 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

The meeting was adjourned at 8:49 p.m. by Mayor Steffenson.

Respectfully submitted,

Heidi Nelson  
City Administrator