

**REGULAR MEETING  
OF THE COUNCIL OF THE  
CITY OF VADNAIS HEIGHTS  
JULY 17, 2018**

The regular meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Mayor Fletcher at 7:10 p.m.

**ROLL CALL**

Upon roll call, the following members were present: Mayor Bob Fletcher, Councilmembers Terry Nyblom, Heidi Gunderson, Craig Johnson and Greg Urban.

The following member was absent: None.

Also present were: City Administrator Kevin Watson, Assistant City Administrator Kathy Keefe, City Engineer Mark Graham, City Attorney Caroline Bell Beckman, Fire Chief Ed Leier, Deputy City Clerk, Peggy Aho and Jeff Melcoch, Cable Producer.

City Administrator Watson provided several announcements.

**APPROVAL OF AMENDED AGENDA**

Upon motion by Johnson, seconded by Nyblom, it was

18-07-114      “RESOLVED, that the July 17, 2018 Amended Regular Meeting Agenda be approved as presented.”

Ayes – 5                      Nays – 0

The resolution was adopted.

**APPROVAL OF MINUTES**

A.      June 19, 2018 Workshop Meeting

Upon motion by Gunderson, seconded by Johnson, it was

18-07-115      “RESOLVED, to approve the June 19, 2018 Workshop Meeting Minutes as presented.”

Ayes – 5                      Nays – 0

The resolution was adopted.

B.      June 19, 2018 Regular Meeting

Upon motion by Gunderson, seconded by Johnson, it was

18-07-116 “RESOLVED, to approve the June 19, 2018 Regular Meeting Minutes as presented.”

Ayes – 5                      Nays – 0

The resolution was adopted.

**APPROVAL OF CONSENT AGENDA**

Upon motion by Johnson, seconded by Nyblom, it was

18-07-117 “RESOLVED, that the Consent Agenda 7A-7L items for the July 17, 2018, meeting be approved as follows:

- A. Approve Claims #76315 Through #76448 and Electronic Claims #1240 Through #1250 for Payment
  - A.1. US Bank Visa Payment in the Amount of \$5,345.84
- B. Consider Approval for Vadnais Heights Lions Club to Conduct a 50/50 Raffle
- C. Accept Donation from the Vadnais Heights Lions Club
- D. Accept and Acknowledge 2018 Heritage Days Grant/Donations
- E. Consider Approval of a Development Agreement Amendment with Wal-Mart Realty Company for Grocery Pick-up Canopies/Parking Lot Improvements
- F. Consider Approval of a Development Agreement Amendment with Hampton Properties III, LLC for Wall Signage
- G. Approve Replacement of HVAC Condensing Unit at Station 810 as Proposed by Schadegg Mechanical in the Amount of \$37,450
- H. Approve Appointment of Part-Time Introductory Firefighter Chris Bathurst to Part-Time Regular Firefighter effective April 1, 2018
- I. Accept Retirement of Part-Time Firefighter Michael E. Bigelbach effective June 30, 2018
- J. Accept Resignation of Introductory Paid-on-Call Firefighter Jake McCann effective July 1, 2018
- K. Accept Retirement of City Engineer/Public Service Director Mark Graham effective July 27, 2018
- L. Consider Approval of a Public Outdoor Event License for the Vadnais Inn”

Ayes – 5                      Nays – 0

The resolution was adopted.

**OPEN TO THE PUBLIC:**

Erin Florin, 3431 Oak Creek Terrace, addressed the Council with concern about 3 items: mountain biking trails in the City on the St. Paul Water Works Property; condition of Oak Creek Terrace; and Koehler Road safe bikeway/sidewalks. She said that she has been engaged in discussions with city staff and the Council regarding mountain biking as part of the Comprehensive Plan. She said she believes that mountain biking would be a healthy and financial benefit to the City. Mayor Fletcher said that he believes there would be an opportunity to work with St. Paul Water on this idea. Planner/Community Development Director Wall said that the operating authority would be Ramsey County and St. Paul Water Works. He said that there would be no need for zoning, and that City staff are supportive of the idea. Fletcher asked if we can have a line put in the Comprehensive Plan regarding exploring new uses for that area. Wall replied yes.

Florin said that her second item is regarding the condition of Oak Creek Terrace which is bad and getting worst. Fletcher said that the Council takes responsibility for not getting the road repaired this year. He said that it is probably number one on the list for next year.

Florin’s last item was a safe bikeway on Koehler Road. Fletcher said that staff have not been able to figure out a fix to accommodate pedestrians and bikers. Fletcher proposed creating a community based task force to figure out how to get a trail or a sidewalk along Koehler Road.

**PRESENTATIONS:**

A. Proclamation Honoring Vadnais Heights Assistant City Administrator Kathy Keefe

Mayor Fletcher read the Proclamation Honoring Vadnais Heights Assistant City Administrator Kathy Keefe. Council Members expressed their gratitude to Kathy for her 40 years of service to the City.

Upon motion by Gunderson, seconded by Johnson, it was

18-07-118      “RESOLVED, that, Bob Fletcher, Mayor of Vadnais Heights, on behalf of the Vadnais Heights City Council, does hereby join the staff and residents of Vadnais Heights in expressing appreciation to Kathy Keefe for her loyal and dedicated service and extend best wishes upon her retirement and for continued success in life’s pursuits.”

Ayes – 5

Nays – 0

The resolution was adopted.

B. Proclamation for Night to Unite 2018

Mayor Fletcher recognized Ramsey County Officer Mike O’Neill, Commander and Superintendent of the Jail. City Administrator Watson read the Proclamation for Night to Unite 2018 before the Council for approval.

Upon motion by Gunderson, and seconded by Johnson, it was

18-07-119 “RESOLVED, that the Vadnais Heights City Council calls upon all citizens of Vadnais Heights, Ramsey County, to participate in Night to Unite on Tuesday, August 7, 2018; and that the Vadnais Heights City Council hereby proclaims Tuesday, August 7, 2018 as Night to Unite in Vadnais Heights.”

Ayes – 5

Nays -0

The resolution was adopted.

**PUBLIC HEARINGS: NONE.**

**OLD BUSINESS:**

A. Consider Approval of the Water Meter Replacement Program and Authorize the City Administrator to Execute an Agreement

City Engineer Graham gave an overview of the proposed water meter replacement program. He said that the City has sufficient funds in the water and sewer funds to do the proposed retrofit/replacement project and that the project should be completed by the end of the year.

Graham stated that staff are recommending awarding the bid to Milbank Winwater to provide a Mueller Systems Mi.NET system using electronic products in the amount of \$1,195,324. The upgrade will reduce long-term operating costs; improve the effectiveness of the meter readings and customer service operations; enhance service to the residents; recover non-revenue water; and improve distribution system operations.

Council Member Johnson asked Graham to explain why the City cannot continue with the system that is currently in place. Graham responded that the meters the City is currently using are being phased out, no longer manufactured, and SL-serco will no longer offer meter reading services to the City as of December 31, 2018. Johnson said that he will support staff’s recommendation. Council Member Nyblom asked if the City

should wait until a new City Engineer is on staff before proceeding with this project. Graham responded that bids have a short shelf life, typically 60 days, and the bids the City received will expire soon which would mean that the City would need to go out for new bids.

Council Member Urban said that when this was first brought up at a Regular Council Workshop meeting it was dismissed because of the cost. At the June 19<sup>th</sup> Workshop, the Council reviewed other options for reading meters along with detailed cost of the options. Urban said it is in the best interest of the residents to install the new system.

Nyblom asked when the work would be completed. Graham said that assuming the Council awards the work to Milbank at today's meeting, Milbank would begin ordering the equipment, which will take between 30 and 60 days for all materials to be delivered. Once all the materials have been delivered, they would begin coordinating with the placement of the meters and radios, etc. and then a preconstruction meeting with City staff and the installation group will occur.

Upon a motion by Urban, and seconded by Gunderson, it was

18-07-120      “RESOLVED, that the Council award a contract to Milbank providing Mueller Systems, LLC, in the amount of \$1,195,324 for the replacement of approximately 3250 water meters, retrofit approximately 830 water meters and all materials, equipment and labor necessary for the installation of a radio network to gather water meter information for quarterly billing, as proposed.”

Ayes – 5

Nays -0

The resolution was adopted.

B. Authorize City Administrator to Sign Contract with Frattalone to Demo Collapsed Pole Barn at Garceau Property for \$10,700

City Administrator Watson noted that the Council had directed staff to demo the collapsed pole barn behind the Garceau building. Watson put out for quotes for the demo work. Two quotes were received

Upon motion by Nyblom, seconded by Urban, it was

18-07-121      “RESOLVED that the Council authorize award of an agreement with Frattalone Companies, Inc. and authorize the City Administrator to execute the Agreement as proposed.”

Ayes - 5

Nays - 0

The resolution was adopted.

**NEW BUSINESS:**

- A. Case 18-009: Consider Planned Unit Development Agreement at 600-630 Liberty Way, Benzinger Homes/Liberty Village (Planning/ Community Development Director)  
Planning/Community Development Director Wall reviewed the item before the Council to consider two-story townhouse units which includes the findings of fact and conditions, and the Planned Unit Development Agreement Amendment at 600-0630 Liberty Way. Wall introduced the developer, Jeff Benzinger.

Upon motion by Gunderson, seconded by Urban, it was

18-07-122      “RESOLVED, that the Council adopts Resolution #18-07-122, Approving a Planned Unit Development Amendment at 600-603 Liberty Way, which includes the findings of fact and conditions, as presented.”

Ayes – 5

Nays – 0

The resolution was adopted.

- B. Consider Setting Wednesday, August 8, 2018 Workshop and Agenda

City Administrator Watson reviewed a list of potential agenda items for the Wednesday, August 8, 2018 Regular Workshop including: audit presentation and NewTrax request. Mayor Fletcher suggested adding discussion on how to create a process to get to a conclusion on bike/pedestrian traffic on Kohler Road on a future Workshop agenda. Council Member Nyblom said that the decision making pool needs to include residents on Kohler Road.

**COUNCIL AND DEPARTMENT REPORTS:**

City Engineer Graham thanked the Council for its support over the past 11 years.

Planner/Community Development Director Wall reported that he has been in discussions with the City of Gem Lake and their city attorney about a piece of Vadnais Heights’ property within a proposed development in Gem Lake. Wall suggesting bringing this item forward at an upcoming Workshop. He said that Gem Lake has indicated that they would like to have the issue settled by late this summer. Wall reported that Municode has completed the 2<sup>nd</sup> draft of the city code. He

thanked Kathy for her personal and professional guidance and said that he will miss both Kathy and Mark.

City Attorney Bell-Beckmann said that both Kathy and Mark will be sorely missed. She has enjoyed working with Kathy on employment issues and Mark has been very helpful during court cases, they have both made her job as city attorney easy. She wished both of them good luck.

Fire Chief Leier said how he will miss both Kathy and Mark.

Council Member Urban asked who will be interim engineer once Mark leaves. Watson replied that Scott Haupt from SEH will take the lead on engineering issues and Ken Lacasse, Public Service Supervisor, will do operations, with City Administrator Watson overseeing both. Urban asked Graham to create a list of residential streets to be repaired in 2019 and 2020.

Council Member Nyblom thanked Kathy for her years of service at the City and thanked Mark for teaching him so much about the City's infrastructure.

Council Member Gunderson said that Kathy was the unofficial welcoming committee to the City and she is grateful for all she has done, and thanked Mark for the tour of the City and also for all he has done for the City.

Council Member Johnson thanked Kathy and Mark for their years of service and said that they will both be missed.

City Administrator Watson said that the City is losing too big cogs in the wheel.

Mayor Fletcher said that this is one of the worst days in his 3 ½ years with the City as Mayor, losing Kathy and Mark.

**ADJOURN MEETING:**

A motion was made by Council Member Johnson to adjourn the meeting at 8:38 pm.

Respectfully submitted,

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Kevin Watson, City Administrator