

CITY OF WACONIA
November 6, 2023

1) **CALL MEETING TO ORDER AND ROLL CALL**

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Waldron at 6:00 p.m. The following members were present: Nicole Waldron, Randy Sorensen, Steve Yetzer, Nick Gleason, Jeff Grengs

Staff Present: Jackie Schulze, Lane Braaten, Justin Sorensen, Jake Saulsbury, Nicole Meyer, Mike Melchert, Tyler Stahn, Brenda Stein.

2) **PLEDGE OF ALLEGIANCE**

3) **ADOPT AGENDA**

No changes to the agenda.

Motion by Yetzer, seconded by Grengs to adopt the agenda. **MOTION CARRIED.**

4) **VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE**

Christine Fenner, President – Waconia Area Chamber of Commerce: Destination Waconia Tourism.

Fenner gave an overview of the Chamber and Visitors Bureau.

Key points: Community Connection, Waconia Prosperity, Talent Forward-working with Community Development, and Destination Waconia. Fenner explained the impact of tourism and how economic growth is affected though out the community and Carver County. Tourism packets and event calendars are sent out by the Chamber promoting our community. A part of the marketing is the Information Guide explaining fun exciting adventures and things to do in Waconia.

John Zimmerman, Representative of the Waconia Township – A seven-member Planning Committee has been organized to review options for North Shore Road improvements. Zimmerman is asking for the City's support by writing a letter of support for the North Shore Road pavement project. The Township is applying for a Minnesota Grant for local road improvements. If the Township is awarded the grant the construction would begin in 2025.

5) **ADOPT CONSENT AGENDA**

5.1 October 16, 2023 Minutes

[Cover Page](#)

[City Council Minutes 10162023.docx](#)

5.2 November 6, 2023 Expenditures

[Cover Page](#)

[Council List-Expenditures 11.06.23.pdf](#)

5.3 CSAH 10 & Waconia Parkway N Intersection Project Easements

[Cover Page](#)

[11.06 Resolution 2023-225.docx](#)

[Project Image.pdf](#)

[Cullip PERMANENT DRAINAGE AND UTILITY EASEMENT \(Draft 10.27.2023\).docx](#)

[Cullip PERMANENT RIGHT-OF-WAY EASEMENT \(Draft 10.27.2023\).docx](#)

[Dahlke TEMPORARY CONSTRUCTION EASEMENT \(Draft 10.27.2023\).docx](#)

[Reddig PERMANENT DRAINAGE AND UTILITY EASEMENT \(Draft 10.27.2023\).docx](#)

[Reddig PERMANENT RIGHT-OF-WAY EASEMENT \(Draft 10.27.2023\).docx](#)

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[Thun TEMPORARY CONSTRUCTION EASEMENT \(Draft 10.27.2023\).docx](#)

[Villages of Hilks Lake HOA PERMANENT RIGHT-OF-WAY EASEMENT \(Draft 10.27.2023\).docx](#)

[Villages of Hilks Lake HOA TEMPORARY CONSTRUCTION EASEMENT \(Draft 10.27.2023\).docx](#)

5.4 Valvoline Storm Water Drainage and Reuse Agreement

[Cover Page](#)

[2023-226 Resolution_Approving_Valvoline_Reuse_Agreement.docx](#)

[Ordinance 766 Storm Water.docx](#)

[2023-227_Summary_Publication_Resolution_Valvoline.docx](#)

[Reuse Agreement for Valvoline.docx](#)

5.5	Local Road Improvement Grant Application	
	Cover Page	
	2023-228 Frontage_Road_LRIP_Resolution.docx	
	Local Road Improvement Program - Info Sheet-19029936-v3.PDF	
5.6	Sandy Shores - Development Agreement - Jeffery C. Helstrom	
	Cover Page	
	2023 - Resolution Approving Development Agreement for Sandy Shores.docx	229
	Dev Agreement Sandy Shores.pdf	
5.7	Statewide Volunteer Firefighter Plan	
	Cover Page	
	2023-230 res_Relief_Benefit_Level_RES.docx	
	SVF Benefit Analysis.pdf	
5.8	2024 Prosecution Contract	
	Cover Page	
	2023-231 res_Prosecution_Contract_RES.docx	
	2024 Prosecution Contract_Waconia.docx	
	Prosecution Contracts for 2024.pptx	
5.9	2024 GIS Analyst Shared Position Agreement with Carver County	
	Cover Page	
	GIS Analyst Shared Position Agreement - Waconia.doc	
	2023-232_GIS_Shared_Position.docx	
5.10	Authorize Hire for Administration Specialist	
	Cover Page	

[2023-233_Admin_Specialist.docx](#)

5.11 Ordinance 767 Amending Chapter 700 of City Code: Nuisances

[Cover Page](#)

[ORD 767 Chapter 700 Ordinance Amendment](#)

[23-234_Chapter_700__Summary_Publication_Resolution \(1\).docx](#)

5.12 Contract for Winter Towing & Impound Services

[Cover Page](#)

[2023-235 Resolution Approving Towing Agreement with exhibits __Draft_11-01-2023_.docx](#)

[Towing Agreement with exhibits \(Draft 11.01.23\).docx](#)

5.13 Agreement for Auction Services

[Cover Page](#)

[2023-236 Res_Auctioneer_Contract_11.06.23.doc](#)

[City of Waconia contract.pdf](#)

5.14 Donation Acceptance - Cash Donation for Park Project

[Cover Page](#)

[2023-237 Res_Donations_Received_Parks_11.06.23.doc](#)

Sorensen asked to pull item 5.12 (Contract for Winter Towing & Impound Service) off the consent agenda.

Motion by Sorensen, second by Gleason to adopt the consent agenda pulling item 5.12 for further discussion. **MOTION CARRIED.**

6) COUNCIL BUSINESS

6.1 Donation Acceptance - Cash Donations for City Square Park War Memorial Monument Restoration

[Cover Page](#)

[2023-238 Res_Donations_Received_War_Memorial.doc](#)

Meyer presented the Donation Acceptance from the American Legion post. Fineran added information regarding the installation of the Civil War Monument. Sorensen mentioned the project exceeded \$200,000 in donations, funding, and grants.

Motion by Gleason, seconded by Yetzer to Adopt Resolution #2023-238, for accepting Cash Donations for City Square Park War Memorial Monument Restoration. Sorensen sustained from the motion. **MOTION CARRIED.**

[6.2 Variance - 483 Lakeview Terrace Boulevard](#)

[Cover Page](#)

[2023-239_Variance_Lakeview_Terrace.docx](#)

[Location Map 483 Lakeview Terrace Blvd \(1 Page\)](#)

[Waconia Variance Request Narrative \(1 Page\)](#)

[Existing and Proposed Site Plan \(3 Pages\)](#)

[Proposed House Elevations \(2 Pages\)](#)

Nelson presented the Variance application from M&M Contractors for address 483 Lakeview Terrace Boulevard on behalf of Tim and DeAnn Buss to demolish the existing home and rebuild a new home. The proposed new home would result in an impervious surface of 29.3% versus the maximum 25% allowed in the Shoreland Overlay District.

Nelson displayed the location of the property being R-2 single family residential in the shoreland overlay district. The current home is nonconforming to the setbacks. The new home would conform to all yard setbacks along with a trench drain system. Carver County Water Management Organization reviewed the infiltration trench and the native shoreline buffer. They indicated that the improvements are sized to provide enough treatment for the proposed increased in impervious surface to meet the WMO rules. Shoreline restoration work has been met.

The trench system can handle the storm water runoff per city engineer and CCWMO states that this would be a net improvement in comparison to the impervious surface increase.

Nelson went through the Variance Criteria along with the 4 recommended conditions of approval.

Yetzer asked if there were any public comments. Nelson explained one noise complaint regarding a barking dog, setback comment and questions regarding the trench system.

Sorensen wondered about the infiltration system continuing to function properly throughout the years. Nelson mentioned a maintenance agreement would be in place to insure proper performance of the system.

Saulsbury confirmed the systems are very light maintenance such as removing debris and unwanted vegetation with every few years making sure the system is not getting compacted.

Nelson clarified the seed mix for restoring the shoreline.

Yetzers mentioned a concern wondering who will check the maintenance agreements are being upheld. A cartograph system would be used.

Motion by Yetzer, second by Gleason to approve the Variance for 483 Lakeview Terrace Boulevard Terrace. **MOTION CARRIED.**

6.3 Winter Maintenance Policy Update

Cover Page

2023-
240_res_Accepting_Amended_Winter_Maintenance_Policy_Resolution.doc

2023-2024 WM Policy DRAFT.docx

ExhibitACollectorStreets2023-2024.pdf

ExhibitBSnowStorage2023-2024.pdf

ExhibitCTrailsSidewalks.pdf

ExhibitDWindrowStreets2023-2024.pdf

ExhibitFMaintenanceResponsibility2023-2024.pdf

ExhibitGAntiIcing2023-2024.pdf

RV Towing RFP.pdf

Snow Hauling.Hennings.RFQ 10.27.23.pdf

CAT 950 Winter Lease 10.20.2023pdf.pdf

Lano Sany Quote.pdf

United Rental Reservation Quote

Fineran presented the Winter Policy Update, Resolution #2023-240. The proposed changes were reviewed at the work session on October 16, 2023. Waconia has over 100 cul-de-sacs, 15 of those had been receiving a different level of service relating to snow storage and removal. Expect changes to the cul-de-sacs located primarily in the southeast portion of the community in Interlaken and Interlaken Woods would have snow rerouted to the middle of the cul-de-sacs in these areas. Windrowing of the streets on the 200 block of Walnut Street South and the 100 block of 4th Street East is also proposed to be eliminated.

Fineran described the trail and sidewalk snow removal in terms of operations for certain situations. A trail and sidewalk map were displayed showing segments of both. The council is considering several options for snow removal.

Discussion regarding budgeted rental equipment quotes and comparisons for the snow season.

The city needs to remove City staff from managing the towed vehicles, storing, customer vehicle pickups, payments and violators not wanting to pay the fees. A contract for soliciting proposals for winter was presented. Winter towing, storage and administrative aspects of winter towing would be handled by the towing contractor R & B. These vehicles will be stored in Mayer and not Waconia.

Henning received the contract for snow removal and hauling.

Motion by Sorensen, second by Gleason to adopt resolution #2023-240 striking the approval relating to the loader equipment rental. **MOTION CARRIED.**

[6.4 Growth Area Feasibility Study](#)

[Cover Page](#)

[2023-241_SE_Area_Feasibility_Study.doc](#)

[Southeast Area Feasibility Study.pdf](#)

At the last work session, the Council reviewed a sketch plan related to a significant residential development in the SE area of the community. A part of that discussion was the service ability of this specific area along with the impact of transport network. The council had expressed interest in understanding what the demands of a development in this area pose to the community in terms of cost, scope and demands for the infrastructure.

Jake Saulsbury, Bolton Menk

Saulsbury presented the intent of the study is to combine all the documents to the current proposal studies such as:

Sewer/water planning and updates.

Alignment work with Carver County regarding corridor studies.

City's Comprehensive Plan
Two concept plans
Lift stations and utilities

Anticipated cost is around \$75,000 for the future growth area: Highway 5 on the north, east to City of Victoria line, Waconia Township to the west, and south is Dalgren Township.

Yetzer asked Saulsbury to reconfirm the boundaries.

Motion by Sorensen, seconded by Yetzer Adopt Resolution #2023-241, Authorizing Southeast Area Feasibility Study
MOTION carried.

7) **ITEMS REMOVED FROM CONSENT AGENDA**

Item # 5.12 removed from the consent agenda. This item has been resolved in the Winter Maintenance discussion.

Motion by Sorensen, seconded by Steve Yetzer to Adopt Resolution #2023-235.
MOTION CARRIED.

8) **STAFF REPORTS**

Waldron read a statement honoring Firefighter Borg.

Thank you to all surrounding Fire Departments who stepped in to help Waconia Fire Department.

Norwood Young America
Chaska
Excelsior
Chanhassen
Carver
Eden Prairie
Watertown
Mayer
Mound
Belle Plaine
Cologne
Victoria

Thank you for supporting the City of Waconia Fire Department in this difficult time. Our thoughts and prayers are with the Borg family.

Sergeant Stahn- Law enforcement update on calls for crime is down, non-criminal calls are down and there has been an increase in medical calls.

Community outreach: Serving lunches at the Waconia schools, coffee with a cop at Auburn Meadows, donuts with a deputy at the Senior Center and passing out candy to trick or treaters during Halloween.

October was domestic awareness month. Carver County partners with Southern Valley Alliance giving advocacy services to those in need. The National Domestic Violence Hotline is available 24/7, 1-800-799-7233.

Sorensen commented on the winter parking tickets and how helpful that is for staff.

Fineran mentioned the fun event of a Chili Cook Off at Public Service.

Sorensen-Nothing to report.

Gleason-School Board meeting last week.

Yetzer-Nothing to report.

Grengs-Tours of businesses in Waconia - Hemp Acres and TMC.

Waldron-Mentioned the luncheon.

Jackie Schulze-Reminder there is no election in Waconia.

The city is currently recruiting Election Judges for 2024. Recruiting for Park Board Members and Planning Commission Members.

Parking notifications are going out this week as reminders of Winter Parking regulations along with signage.

No update on the lighting on Main Street.

9) BOARD REPORTS

10) ANNOUNCEMENTS

11) ADJOURN REGULAR MEETING

Motion by Sorensen, second by Yetzer to adjourn. **MOTION CARRIED.**

Work Session:

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Nicole Waldron, Mayor

ATTEST: _____

Brenda Stein, Office Assistant