

CITY OF WACONIA
May 16, 2022

- 1) [CALL MEETING TO ORDER AND ROLL CALL](#)
- 2) [PLEDGE OF ALLEGIANCE](#)
- 3) [ADOPT AGENDA](#)

Resolution 2022-149 was added to the Consent Agenda.

Motion by Waldron, seconded by Leo 3) ADOPT AGENDA
MOTION carried

- 4) [VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE](#)
- 5) [PUBLIC HEARING](#)

5.1 [PUBLIC HEARING -Vacation of Drainage and Utility Easement - Waterford 6th Addition, Outlot B and Outlot D](#)

[22145res_Approving_Vacation_of_DU_Easement \(1\).docx](#)

[Waterford 6th Addition.pdf](#)

[Proposed Easement Vacation.pdf](#)

[Waterford 7th Addition.pdf](#)

Lane Braaten stated that the phasing of the Waterford residential project has required the Developer to provide a drainage and utility easement over Outlots B and D, Waterford 6th Addition. As part of the Waterford 7th Addition phase the Developer has requested that the identified drainage and utility easement in Outlots B and D, Waterford 6th Addition, be vacated to allow for the outlots to be platted consistent with Waterford 7th Addition, which the City Council approved on February 22, 2022.

Section 320.08 of the City Code allows the City Council to vacate any alley, street or publicly owned utility easement on its own motion or on petition of a majority of the property owners abutting the alley, street, or utility easement pursuant to Minnesota Statutes Section 412.851. JMH Land Development Company, LLC as the underlying property owner of Outlots B and D, Waterford 6th Addition has petitioned to vacate the identified drainage and utility easements.

Notice was published in the Waconia Patriot on May 5, 2022 and May 12, 2022 and posted at Waconia City Hall. To date City staff has not received any public hearing comments regarding the proposed request to vacate the drainage and utility easements.

Mayer Bloudek opened the public hearing.

Motion by Sorensen, seconded by Waldron to close public hearing.

Motion by Leo, seconded by Waldron Adopt Resolution 2022-145, Approving the Vacation of the Drainage and Utility Easement identified in Outlot B and Outlot D, Waterford 6th Addition. **MOTION carried**

6) **ADOPT CONSENT AGENDA**

6.1 May 2, 2022 City Council Meeting Minutes

[Minutes 05-02-2022.pdf](#)

6.2 May 16, 2022 Expenditures

[Council List-Expenditures 05.16.2022_Purchasing Card.pdf](#)

[Council List-Expenditures 05.16.2022_Other.pdf](#)

[Council List-Expenditures 05.16.2022_Regular.pdf](#)

6.3 Rink Management Services Corporation Safari Island Community Center Expenditures Incurred in April 2022

[Safari Island Bills and Applied Payments 04.2022.pdf](#)

6.4 Rink Management Services Corporation Waconia Ice Arena Expenditures Incurred in April 2022

[Waconia Ice Arena Bills and Applied Payments 04.2022.pdf](#)

6.5 Call for Annual SWPPPP Meeting

6.6 Authorize Execution of Agreement

[22134res Carver_County_Snow_Trail_Agreement \(1\).doc](#)

[Winter Trail Agreement with City of Waconia.docx](#)

[Exhibit A - Lake Waconia Regional Park Trail - Waconia.pdf](#)

6.7 Accepting Donation and Pass Thru Recommendation

[22135res Gambling_Donation_Resolution \(3\).doc](#)

6.8 Donation Acceptance - Cash Donations for Operations of the Fire Department

[22136Res_Donations_Received_Fire_05.16.22.doc](#)

6.9 Approving Tax Forfeiture Sale

[22137res_Approving_Parcel_Public_Sale.doc](#)

[2022 Approval for Tax Forfeited Land Sale Parcels.pdf](#)

[2022 Cert of Classification Signed by County Board - City of Waconia \(002\).pdf](#)

6.10 Request for Use of Streets/Parade Permit: Lake Waconia Band Festival

[22138res_Approving_Lake_Waconia_Band_Festival.doc](#)

[2022 Letter to Waconia City Council.pdf](#)

[2022 Information to City Council for Temporary Road Closures.pdf](#)

[2022 LWBF Map PDF.pdf](#)

6.11 Authorize Assessment Benefit Analysis

[22139res 2023_Improvement_Project_Assessment_Benefit_Res.doc](#)

6.12 Approve Lease Purchase Agreement

[22140res_Approving_Lease-Purchase_Agreement__Draft_05-09-2022_.docx](#)

[Certification for City Resolution \(Draft 05-09-2022\).docx](#)

[Certification of City Administrator \(Draft 05-09-2022\).docx](#)

[Certification of Finance Director \(Draft 05-09-2022\).docx](#)

[Certification of Public Services Director \(Draft 05-09-2022\).docx](#)

6.13 Resurfacing of Recreation Pool - Safari Island Community Center

[22141res SI_Project_Approval_Pool_Project_Res_final.docx](#)

[Horizon Commercial Pool Quote.pdf](#)

6.14 Waconia Apartments - Early Grading Agreement & Permit - KTJ 363, LLC

[22142res_Approving_Early_Grading_Permit \(1\).docx](#)

[Early Grading Agreement_601 Industrial Blvd W \(Draft 05-06-2022\).pdf](#)

6.15 Orchard Park 3rd Addition Final Plat - M/I Homes of Minneapolis/St. Paul, LLC

[22143res Orchard_Park_3rd_Addn_Final_Plat.doc](#)

[Location Map Orchard Park 3rd Addition.pdf](#)

[Orchard Park Preliminary Plat.pdf](#)

[Orchard Park 3rd Addition Final Plat.pdf](#)

[Orchard Park 3rd Addition Narrative.pdf](#)

6.16 2022 2nd Quarter Budget Amendments

[22144res -Budget_Amendment_master.doc](#)

[Budget Amendments 2022_2nd Quarter.pdf](#)

Council Member Sorensen request that item number 6 be pulled from the Consent Agenda.

Motion by Sorensen , seconded by Waldron 6) ADOPT CONSENT AGENDA

MOTION carried

7) COUNCIL BUSINESS

7.1 2021 Audited Annual Comprehensive Financial Report

[22146res_2021_Audit.doc](#)

Nicole Meyer shared that City Staff and the auditing firm of Redpath and Company have concluded the audit fieldwork and have prepared the City of Waconia Annual Comprehensive Financial Report for the year ending December 31, 2021.

Andy Hering from Redpath and Company provided a presentation of the final reports and audit results. Due to the length of the financial statement, a copy of the Annual Comprehensive Financial Report was provided to the City Council prior to the meeting under separate cover. The reports provided by Redpath and Company included Internal Control, Minnesota Legal Compliance, and Communication with Those Charged with Governance. The reports show that the City did not have any internal control of compliance findings in 2021. A copy of the reports are available for review by the public at City Hall.

Staff will post a copy of the report on the City's website, forward a copy to the Office of the State Auditor and the Government Finance Officers Association for consideration for the Excellence in Financial Reporting Certificate.

Council Member Sorensen asked if there is a recommendation for what the sewer fund should be.

Hering recommended to have enough to make debt service payments.

Motion by Waldron, seconded by Pierson Adopt Resolution 2022-146, Accepting Audited Annual Comprehensive Financial Report as of December 31, 2021

MOTION carried

[7.2 American Legion Trunk Fee Waiver](#)

[Metropolitan Council SAC Determination.4 Main St.pdf](#)

Shane Fineran shared that the American Legion is in the process of remodeling space to be leased at 4 Main Street E. Due to the change in the use of the property a Sewer Access Charge determination is required to be submitted by the applicant to the Metropolitan Council. Based upon the planned improvements and use of the property as a restaurant and bar, an additional 9 SAC units have been applied to the project and the property. The pre-existing used had a SAC determination of 1 on the property, for which credit would be given. These Determinations are done to evaluate the additional demand placed onto the utility systems and to fund the construction and maintenance of the utility systems if warranted.

Based on the determination by the Metropolitan Council of 9 additional SAC units to be charged and calculated, a total of \$22,365 shall be collected and passed through to the Metropolitan Council for SAC trunk charge, or \$2,485 per additional unit. Per the City's ordinances and fee schedules, additional utility trunk fees are to be collected and recognized by the City as utility revenue based on the additional SAC determination for the property. This amounts to \$27,000 in municipal sewer trunk fees and municipal water trunk fee of \$45,000. Other smaller fees for utility hookup and permitting fees add up to a total of \$94,825 in utility trunk fees due at the time of building permit issuance.

Fineran stated that the American Legion leadership is requesting that the City Council consider waiving these fees due to financial hardship. The City does have a policy that will allow a business to pay the utility trunk fees over a span of three years, with the Metropolitan Council SAC charge paid in year one and the remainder City utility trunk fees to be paid in years two and three. This program policy has been communicated to the Legion leadership. The City does not have a formal policy related to the waiver of municipal trunk fees as an economic development tool for commercial or industrial users. It does however have a formal policy related to the waiver of municipal utility trunk fees for the creation of affordable housing in the community.

Fineran asked for discussion and direction from the City Council on waiver of any of the municipal utility trunk fees or alteration to the terms of the re-payment program for such fees.

Council Member Sorensen abstained from discussion.

Council Member Pierson asked if no matter what we decide does Met Council still get their money.

Fineran responded yes the Legion is not for profit so would be in favor of waving fees to the extent of what we can.

Council Member Waldron suggested considering extending the payment plan.

Mayer Bloudek asked if there was there ever a discussion on the SAC credits from original building? Could that have transferred?

Tom Kaliher and Joe Gifford from the Legion came forward and explained to the Council the work they do and because they are in the veterans business that never came up. The reason they sold the building is because it was bleeding them dry and they couldn't help the programs that they support. The new building will allow them to still continue their programs. The bar is a fund raiser. Everything that they do is a fundraiser for the programs. In order to do their mission they need the space. They asked for forgiveness because they are a non profit. They stated that they are looking for flexibility or maybe some reduction to help support the mission.

Mayor Bloudek thanked them for all the service you provide and the service to our country. Mayer Bloudek opened up the discussion with Council asking if is it a policy we should look at or a onetime thing. Do we extend the term or offer a reduction? He would like staff to take a look at and bring ideas to Council.

Council Member Waldron would like to see staff put together some options. Mayor Bloudek agreed and would like to see what all options look like.

Fineran recommended looking at this as a policy change. It could become difficult in the future with different Council if done just as a onetime deal.

Council Member Pierson asked what the expense to the city is. Fineran responded that trunk fees cover that.

Council Member Leo would like to see if it possible to extend the payment plan and possible reduction.

Nicole doesn't want to look at it as a onetime thing, there could still be another business to come in and want the same.

Council directed Staff to look and present all options available.

[7.3 Site Plan & Design Review - Waconia Fire Station](#)

[Existing Certificate of Survey.pdf](#)

[22147res_Approving_Site_Plan_and_Design_Review.docx](#)

[Location Map 10451 10th Street West.pdf](#)

[Site Plan.pdf](#)

[Statement of Use Waconia Fire Station.pdf](#)

[Architectural Site Plan and Elevations.pdf](#)

[Landscape Plan.pdf](#)

[Material Samples_Waconia Fire Station.pdf](#)

[Surrounding Building Designs.pdf](#)

Lane Braaten said that BKV Group has submitted an application for Site Plan and Design Review for the property located at 10451 10th Street West. The application proposes the construction of a new fire station on the subject parcel.

Braaten shared an Ariel of the property and the site plan/floor plan. He indicated that everything is conforming. Staff and Planning commission has all looked at this and the design standards are compliant with City standards.

Bruce from BKV and Chief Sorenson came forward and touched on the amenities the new station will have including training capabilities and use for community space.

Mayor Bloudek asked about the timeline.

Dustin from Kraus Anderson, explained that they need to bid and order supplies by end of summer. It is taking 10 months to get materials so that would put us into starting construction next June.

Council Member Sorensen brought up parking standards.

Braaten said there is a spot for 17 more parking spots.

Motion by Sorensen, seconded by Waldron Adopt Resolution 2022-147 approving the Site Plan & Design Review application to construct a new fire station at 10451 10th Street West.

MOTION carried

[7.4 Windmill Creek 8th Addition Preliminary Plat - Outlot A, Windmill Creek](#)

[22148res_Approving_Windmill_Creek_8th_Addn_Preliminary_Plat.doc](#)

[Location Map Windmill Creek 8th Addition.pdf](#)

[Public Hearing Notice Windmill Creek 8th Addition.pdf](#)

[Windmill Creek 8th Addition Preliminary Plat.pdf](#)

[Landscape Plan.pdf](#)

[Preliminary Grading Plan.pdf](#)

[Preliminary Tree Preservation Plan.pdf](#)

Lane Braaten shared that the City received a Preliminary Plat application from Scott Truempi titled Windmill Creek 8th Addition. Specifically, the applicant is requesting to plat Outlot A, Windmill Creek in three residential parcels and one outlot.

The proposed subdivision was anticipated with the development of Waterford 7th Addition. The property is currently undeveloped but should develop in association with the Waterford residential development directly to the east.

The Planning Commission, at their regular meeting on May 5, 2022, held the required public hearing, took all public comment and reviewed all pertinent information relating to the preliminary plat application. The Planning Commission recommended approval via a 5-0 vote with 15 conditions.

Motion by Leo , seconded by Waldron Adopt Resolution 2022-148, approving the Windmill Creek 8th Addition Preliminary Plat for the property described as Outlot A, Windmill Creek.

MOTION carried

8) [ITEMS REMOVED FROM CONSENT AGENDA](#)

Resolution 2022-134, Authorizing of Public Services Director to Execute Winter Trail Snow Removal Agreement.

Council Member Sorensen shared concerns dedicating city staff time to do work on County property that the city doesn't own. Will that make us need to have more city staff? We need to take care of our own community and not put too much on our staff that the county should be taking care of.

Craig Eldred responded that the county does clean the parking lot the only thing we take care of is the trail by the sledding hill. Parking lot to City property to the west. New developments are our responsibility.

Motion by Waldron , seconded by Pierson Adopt Resolution 2022-134, Authorizing of Public Services Director to Execute Winter Trail Snow Removal Agreement.

MOTION carried

9) [STAFF REPORTS](#)

Craig Eldred recognized the Public Services team for all they have gone through the past year and half making sure all projects are taken care of with COVID.

Waldron, Sister Saturday, Chamber Lunch this Thursday.
Sorensen, More things from planning to council

10) BOARD REPORTS

Council Member Waldron reported that Sister Saturday was a success and the Chamber Lunch is this Thursday.

Council Member Sorensen reported that there are more things to come from Planning Commission to Council.

11) ANNOUNCEMENTS

Park Board Meeting Thursday, Annual trail clean up Dakota Rail Trail

12) ADJOURN REGULAR MEETING

Motion by Sorensen , seconded by Pierson 12) ADJOURN REGULAR MEETING at 7:45 p.m.

MOTION carried

Work Session: Fire Station Update

UPCOMING CALENDAR OF EVENTS/MEETINGS: Park Board - May 19th Memorial Day - May 30th (Offices Closed) Planning Commission - June 2nd City Council - June 6th

Kent Bloudek, Mayor

ATTEST: _____

Ann Meyerhoff, Office Assistant

Numbering Selector