

**CITY OF WACONIA**  
**March 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

Staff Present: Shane Fineran, Jackie Schulze, Craig Eldred, Nicole Meyer, Ann Meyerhoff, Justin Sorensen, Sargent Stahn.

2) [PLEDGE OF ALLEGIANCE](#)

3) [ADOPT AGENDA](#)

Resolution 2023-66, Temporary Liquor License for Church of St Joseph was added to the consent agenda.

Motion by Sorensen, seconded by Gleason 3) ADOPT AGENDA  
**MOTION carried**

4) [VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE](#)

5) [ADOPT CONSENT AGENDA](#)

5.1 February 21, 2023 Regular City Council Meeting Minutes

[Cover Page](#)

[Minutes 2-21-2023.pdf](#)

5.2 March 6, 2023 Expenditures

[Council List-Expenditures 03.06.2023.pdf](#)

5.3 Donation Acceptance - Cash Donations for Adaptive Playground Equipment

[Cover Page](#)

[2356res Donations\\_Received\\_Donations\\_for\\_Playground\\_03.06.23\\_Res.doc](#)

5.4 Establish Municipal State Aid Highways

[Cover Page](#)

[2357res MSA-establish\\_resolution\\_2023\\_Waconia.docx](#)

[Waconia 1 2023 MSA Designation Letter MnDOT.pdf](#)

## 5.5 [Approve Public Services Study Proposal](#)

[Cover Page](#)

[2358res\\_Proposal\\_of\\_Fee\\_and\\_Scope\\_for\\_PS\\_Study.doc](#)

[Waconia Public Services Building - Scope and Fee.pdf](#)

[AVCMF\\_Report\\_112119R.pdf](#)

Eldred stated that the city has worked with Oertel on a lot of projects. Efforts of this study are to review needs at Public Services, Water Treatment Facility and Old Public Works to protect the community's infrastructure assets.

Shane Fineran added that this grew out of lessons learned when looking at Fire Station. It will help define project scope and pricing when trying to develop a plan to work towards as we grow.

Council Member Yetzer indicated that he pulled the item from the Consent Agenda to give all new Council Members a chance to discuss.

Council Member Sorensen asked if this is a need right now.

Fineran responded that it would be better to have numbers before 2024 budget discussions.

Motion by Waldon to adopt Resolution 2023-58. **Failed** for lack of a second.

Motion by Yetzer, seconded by Sorensen to table Resolution 2023-58 until April 3, 2023. **MOTION carried.** Yetzer, Sorensen, Gleason voted aye. Waldron voted nay.

## 5.6 [Approve Amended Lateral Lining Agreement](#)

[Cover Page](#)

[2359res\\_Lateral\\_Lining\\_Extension\\_N.\\_Lining.doc](#)

[2023-02-27 Northland Award.pdf](#)

[2020-21Northland Contract - signed.pdf](#)

Council Member Sorensen stated that he pulled this item because he would like a little more understanding of projects on Lake Street that have been left uncompleted.

Craig explained that the last agreement with Northland Lining expired on December 31, 2022. We have over the past few agreement cycles established a two-year agreement with

a third-year option with market adjustments. This cycle has a more aggressive market adjustment due to material costs. Follow-up provided noticeable concern after several homeowner's experiencing issues recently.

Council Member Yetzer questioned the increases and asked when the last time this was put out for bid.

Eldred stated that it was in 2020 and there are not a lot of people who do this work.

Motion by Sorensen, seconded by Yetzer Adopt Resolution 2023-59; Approving the Amended Lateral Lining Agreement with Northland Lining

**MOTION carried**

#### 5.7 [Authorize Chassis and Equipment Pricing; Unit #39](#)

[Cover Page](#)

[2360res\\_Obtain\\_Chassis\\_and\\_Equipment\\_Pricing\\_\\_39.doc](#)

Council Member Sorensen would like to table this item to take a physical look at the equipment and see if it really warrants needing to be replaced.

Council Member Waldron clarified that this is just to obtain pricing and to purchase. Eldred stated that nothing would be purchased without Council Approval. Still looking at a few years down the road, possibly 2025 for replacement. Pricing is needed now for lead time.

Motion by Gleason, seconded by Yetzer Adopt Resolution 2023-60; Authorizing City Staff to Obtain Chassis and Equipment Pricing for Replacement of Unit #39, 2008 Sterling Acterra Bucket Truck, CIP Project 308 for 2024 Acquisition

**MOTION carried** Waldron, Yetzer, Gleason voted aye. Sorensen voted nay.

#### 5.8 [Approve Staff to Apply for CCWMO Cost Share Funds](#)

[Cover Page](#)

[2361res CCWMO\\_Grant\\_Application\\_Res \(1\).doc](#)

[2024 LGU Cost Share Project Funding \(002\).pdf](#)

#### 5.9 [Authorize Submission of Local Trail Grant](#)

[Cover Page](#)

[2362res Local\\_Trails\\_Grant\\_-\\_Waconia\\_\\_Resolution.docx](#)

[Trail Corridor and Profile.pdf](#)

## 5.10 Retirement of Firefighter Adam Weiland

[Cover Page](#)

[2363res Weiland\\_Resignation.docx](#)

Council Member Sorensen pulled items 6 & 7 off the consent agenda. Council Member Yetzer pulled item 5 from the consent agenda.

Motion by Sorensen, seconded by Yetzer 5) ADOPT CONSENT AGENDA

**MOTION carried**

## 6) COUNCIL BUSINESS

### 6.1 Approve Plans and Order Advertisement for Bid

[Cover Page](#)

[2364res\\_Authorizing\\_Ad\\_for\\_Bids.docx](#)

[General Utility Layout.pdf](#)

[Improvement Staging Plan.pdf](#)

[2023-03-01 Downtown Recon Phase 1 Project Auth Memo.pdf](#)

Craig Eldred stated that after several meetings about downtown construction staff is requesting authorization to approve the 2023 Improvement Plans and Specifications & Ordering the Advertisement for Bids. Approval of this step allows for a mid-March advertisement and bid opening in early April. Eldred shared two updated plan sheets.

In the General Plan Layout there has been a revision to the storm water reuse location. The purpose of the relocation assists in reducing numerous small utility hardships by eliminating the storm sewer traversing the alley between Main and Lake Streets. Further more it reduces the need for relocating numerous power poles and small utility services to the businesses. Lastly, the revised layout decreases the storm pipe costs by 39% from the previous layout.

The Staging Play Layout has been deviated as a result of the revised storm water reuse location. Switch of Vine Street opposed to the previous location on Olive Street. All other items are consistent with what was provided earlier.

The impacted areas to which street, sidewalk, utility and drainage improvement will occur include:

- Main Street West from Maple Street to approximately 100 feet east of Olive Street South

- Olive Street South from Main Street to First Street West.

Council Member Yetzer asked if there is a plan for how construction traffic will move around. Eldred responded that they would use the detour route same as regular traffic.

Council Member Gleason asked what the protocol on cleanliness is. Will there be sweeping daily? Eldred said that is included as part of the project.

Council Member Sorensen pointed out that reuse is on private property. What do we do to not get into long term agreements to make this work?

Eldred indicated that he wants to talk with Shane and Nicole before bringing in front of Council. We have worked with the property owner before and had no problems.

Eldred commented that the intent is to advertise in 3 weeks with bid opening on April 11th.

Motion by Yetzer, seconded by Sorensen Adopt Resolution 2023-64; Approving 2023 Improvement Plans and Specifications & Ordering Advertisement For Bids

**MOTION carried**

## 6.2 [Authorize Staff to Initiate Capital Project #731](#)

[Cover Page](#)

[2365res Holiday\\_Lighting\\_Donation\\_Res.doc](#)

Eldred explained that while looking to reconstruct the Downtown, staff requested a Capital Improvement Project guide to support replacement and updates of the Holiday Lighting in the Downtown. Staff proposed \$37,000.00 for this project with efforts of raising funds/donations of \$15,000.00 for the entire project.

The focus is to add more greenery and perhaps more cross-street lighting features. The plan is to work with the Chamber, Businesses, and Supporting groups of the community for these improvements. Staff has worked previously with the Chamber to gain support, and engagement of Paul Melchert who has been an ambassador of this effort.

Eldred indicated that \$22,000 is from the city. We are looking for \$15,000 for a total of \$37,000.

Council Member Gleason asked if this in the CIP because it is old and needs to be replaced? Eldred stated that it started with the downtown study to replace and add to it.

Council Member Gleason if we don't get the donations is the city responsible for the full cost?

Eldred stated that it would be Council decision.

Motion by Yetzer, seconded by Gleason Adopt Resolution 2023-65; Authorizing City Staff to Initiate Capital Project #731, Holiday Lighting to Secure Donations to Meet Project Funding Goals

**MOTION carried**

7) ITEMS REMOVED FROM CONSENT AGENDA

8) STAFF REPORTS

Sargent Stahn gave an overview of the month of February with comparison data from 2022.

9) BOARD REPORTS

Council Member Yetzer attended Elected Leaders training. Planning Commission had a discussion on chicken and bee permits as to if the permit will transfer with a sale of property. Spent the day down at the Capital with the Southwest Transit Committee.

Mayor Waldron attended Elected Leader Training. Spent time at capital with Senator Coleman in regard to Hwy 5.

10) ANNOUNCEMENTS

11) ADJOURN REGULAR MEETING

Motion by Gleason, seconded by Sorensen 11) ADJOURN at 7:13 p.m.

**MOTION carried**

**Work Session:**

**UPCOMING CALENDAR OF EVENTS/MEETINGS:**

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Nicole Waldron, Mayor

ATTEST: \_\_\_\_\_

Ann Meyerhoff, Office Assistant