

CITY OF WACONIA
February 21, 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: Shane Fineran, Jackie Schulze, Lane Braaten, Craig Eldred, Nicole Meyer, Ann Meyerhoff, Mike Melchert, Justin Sorensen

2) [PLEDGE OF ALLEGIANCE](#)

3) [ADOPT AGENDA](#)

Motion by Sorensen, seconded by Yetzer 3) [CONSENT AGENDA](#)

MOTION carried

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

Mayor Waldron presented certificates of recognition to departed Planning Commissioners Robert Grohmann, Mike Sherman, and JD Ludford

5) [ADOPT CONSENT AGENDA](#)

5.1 February 6, 2023 City Council Meeting Minutes

[Cover Page](#)

[Minutes 2-6-2023.pdf](#)

5.2 February 21, 2023 Expenditures

[Cover Page](#)

[Council List-Expenditures 02.21.2023_Regular.pdf](#)

[Council List-Expenditures 02.21.2023_Other.pdf](#)

[Council List-Expenditures 02.21.2023_Purchasing Card.pdf](#)

5.3 Rink Management Services Corporation Safari Island Community Center
Expenditures Incurred January 2023

[Cover Page](#)

[Safari Island Bills Applied Payments Jan '23.pdf](#)

- 5.4 Rink Management Services Corporation Waconia Ice Arena Expenditures
Incurred January 2023

[Cover Page](#)

[Waconia Ice Arena Bills Applied Payments Jan'23.pdf](#)

- 5.5 Contractor Pay Request #5 - New Fire Station

[Cover Page](#)

[Waconia - Pay App #5 - January 2023.pdf](#)

- 5.6 Affirming Parking Restriction Signage Change

[Cover Page](#)

[2334res_Parking_Regulation_Signage_Res_2_6_23 \(1\).doc](#)

- 5.7 Temp. On-Sale Liquor License and Use of Parking Lot – Waconia Brewing
Company

[Cover Page](#)

[2339res Don't Worry Be Hoppy Temp License Use of Parking Lot res.docx](#)

[Waconia Brewing Temp Liquor Map.pdf](#)

- 5.8 Application for Exempt Permit for Waconia Knights of Columbus

[Cover Page](#)

[2340res Knights of Columbus gambling.doc](#)

- 5.9 Collaboration Agreement Between City of Waconia and Carver County for GIS
Software Licensing

[Cover Page](#)

[2341res ESRI_Agreement.docx](#)

[City of Waconia Agreement](#)

- 5.10 Support for State Highway 5 Funding

[Cover Page](#)

[2342res_Trunk_Hwy_5_funding.doc](#)

[2023-02-01 Waconia Hwy 5 One Pager.pdf](#)

5.11 Separation Agreement and Recruitment for Park Maintenance Supervisor

[Cover Page](#)

[Separation Agreement Deanna LaPlant - City of Waconia \(2-8-23\).pdf](#)

[2343_Separation_Agreement_LaPlant.doc](#)

5.12 Accept Resignation of Public Services Technician

[Cover Page](#)

[2344res PS_Tech_Resignation_2023.docx](#)

5.13 Approve Contract with LiveBarn for Waconia Ice Arena

[Cover Page](#)

[2345res_LiveBarn.doc](#)

[Standard Venue Agreement](#)

5.14 Authorize Approval of Dump Body and Winter Equipment Acquisition

[Cover Page](#)

[2346res Approval_of_Dump_Body___Safety_Equipment_Unit_40.doc](#)

[QT 77411.pdf](#)

[CITY OF WACONIA-25-HEN-44970-11-59-v1 - Quote.pdf](#)

5.15 Sidewalk Café License and Encroachment Agreement - Waconia Brewing

[Cover Page](#)

[2347res_Approving_Sidewalk_Cafe_License_Waconia_Brewing.docx](#)

[Site Plan_WBC Outdoor Patio.pdf](#)

- 5.16 Authorize City Staff to Execute Purchase Agreement with Fury Ford Waconia and upfitting quotes for 2023 F-350 Utility Vehicle Replacement.

[Cover Page](#)

[2348res Utility_Vehicle_Resolution \(1\).docx](#)

[Waconia Ford.pdf](#)

[Est_DL02142313_from_EMERGENCY_AUTOMOTIVE_TECHNOLOGIES_INC_44300.pdf](#)

- 5.17 Trunk Fee Deferral Payment Plan Schedule - American Legion Post #150

[Cover Page](#)

[2349res TrunkFeePaymentPlan_American_Legion_Post_150_RES.docx](#)

- 5.18 Authorize Order of Gateway Cellular Equipment

[Cover Page](#)

[2350res_Neptune_Gateway_Purchase.doc](#)

[Neptune Gateway Quote.pdf](#)

[Sierra Park Site; Possible Pole Location.pdf](#)

- 5.19 Sandy Shores Final Plat - Jeff Helstrom

[Cover Page](#)

[2351res_Sandy_Shores_Final_Plat.doc](#)

[Sandy Shores_Location Map.pdf](#)

[Sandy Shores_Prelim Plat.pdf](#)

[Sandy Shores_Final Plat.pdf](#)

- 5.20 Execute Lighting Agreement

[Cover Page](#)

[2354 Marketplace Lighting Agreement](#)

[Marketplace Drive Waconia - 12 30 2018.pdf](#)

[Executed Agreement.pdf](#)

Jackie Schulze removed item 13 from the Consent Agenda and Council Member Sorensen pulled item 17 to be discussed after Council Business.

Motion by Grengs, seconded by Gleason 5) ADOPT CONSENT AGENDA

MOTION carried

6) COUNCIL BUSINESS

6.1 Authorize Contract for Storm Water Improvements

[Cover Page](#)

[2352res_Lakeview_Terrace___Industrial_Blvd._Storm_Imp._Award.doc](#)

[Enhanced Plan Sheet Images.pdf](#)

[2023-02-09 LTB Industrial Blvd Drainage Award.pdf](#)

Craig Eldred reminded Council that in December of 2022 staff requested to obtain storm water improvement quotes for two specific project areas. Lakeview Terrace storm improvements are programmed to improve failed storm collection and conveyance systems near the city lake access site within the Lakeview Terrace Development. Industrial boulevard storm improvement is guided upon installation of a sump structure during non-programmed pond cleaning efforts. The Industrial Park pond is a project slated for 2023 and will occur late fall or winter of 2023 into 2024.

Eldred shared images of the improvement locations, specific improvement areas, and an award recommendation letter with bids received from City Engineer, Jake Saulsbury.

Staff recommended that the project be awarded to Schneider Excavating in the amount of \$117,217.00 allowing for completion by June in advance of programmed street seal coating efforts in the Lakeview Terrace development. Seal coating has been delayed for two-years due to the Lift Station Improvement Project. It is the desire to complete the street seal coating this calendar year to bring the development back into the program schedule.

Motion by Sorensen, seconded by Gleason Adopt Resolution 2023-52; Approval of Contract with Schneider Excavating for Lakeview Terrace & Industrial Boulevard Storm Sewer Improvements at a cost of \$117,217.00

MOTION carried

6.2 Site Plan and Design Review - Scooters Coffee

[Cover Page](#)

[2353res Scooters Coffee.docx](#)

[Proposed Site Plan \(9 Pages\).pdf](#)

[Elevations \(4 Pages\)](#)

[Staff Review Comments \(3 Pages\)](#)

Lane Braaten introduced the site plan and design review application for Scooter's Coffee that is proposed at 660 Marketplace Drive. The project includes a 664 square foot building with site improvements. The project meets setback and hardcover requirements. Further, the plan includes a drive through and access drive through the Taco Bell site which has been planned for. No mechanical equipment is proposed on the ground with this application, but they are planning for roof top equipment which will require screening.

Braaten went through the parking allocation which will be for employee parking. The trail connection and how that lays out in the plan was explained. The Plan was reviewed by the City Engineer and Public Services Director. The Planning Commission at their February 2nd meeting reviewed and recommended approval with 7 conditions.

Council Member Sorensen Randy about the shared driveway and stacking.

Angelia Miller, 606 Carver Bluff Pkwy Carver Mn, the owner, explained that the time a customer would be waiting is approximately 35 seconds and the rush for their business would be from 6:30 a.m. – 11:30 a.m. so that should not interfere with Taco Bell.

Council Member Gleason asked if they have any idea of timeframe. Miller responded that they hope to open end of June early July.

Motion by Waldron , seconded by Yetzer Adopt Resolution 2023-53, Approving the Site Plan & Design Review application for the proposed Scooters Coffee for the property located at 660 Marketplace Drive

MOTION carried

[6.3 Approve Benchmark Cities for Job Classification and Compensation Study](#)

[Cover Page](#)

[2354res_class___comp_benchmarks.doc](#)

Jackie Schulze shared the Classification and Compensation Study is underway. There have been two small group committee meetings, an all-employee meeting, and now all employees are working on filling out a Position Analysis Questionnaire about their specific position and what they do on a daily basis. Once these questionnaires are

completed, David Drown Associates will begin the process of rewriting job descriptions. Once job descriptions are complete, they will conduct a market analysis.

The Class and Comp working committee has been working hard over the past several weeks in identifying benchmark cities. Historically, the City of Waconia has used metro area cities between the populations of 7,500 and 25,000 to compare to. More recently, we updated the population to reflect Waconia's growing population, and have looked at similar cities to what we are, cities that may be growing, have similar amenities and services, are close in proximity, and in the 10,000 to 30,000 range.

Schulze shared the list of benchmark cities that the committee recommended and asked for City Council approval prior to performing the market analysis.

Council Member Yetzer asked if cities we are losing employees to are on this list. Schulze responded that most of the employees leave for the private sector.

Motion by Gleason, seconded by Grengs Adopt Resolution 2023-54, Approving Benchmark Cities

MOTION carried

7) ITEMS REMOVED FROM CONSENT AGENDA

Trunk Fee Deferral Payment Plan Schedule-American Legion Post #150 was removed from the Consent agenda.

Nicole Meyer and Shane Fineran gave a brief explanation of the item 17. Council Member Gleason shared he had some questions but Shane answered them prior to the meeting.

Motion by Yetzer, seconded by Grengs 7) ITEMS REMOVED FROM CONSENT AGENDA; Adopt Resolution 2023-49, Approving the Trunk Fee Deferral Payment Plan Schedule for American Legion Post #150. Waldron, Yetzer, Gleason, Grengs voted aye. Sorensen abstained.

MOTION carried

8) STAFF REPORTS

Lane Braaten presented 2022 Land Use Summary

9) BOARD REPORTS

Council Member Sorensen attended the Park Board Meeting where consideration of Sierra HOA to be given to city was discussed. No action was taken and there is a lot of work that needs to be done before bringing it in front of the Council.

Council Member Yetzer attended the Southwest Transportation Coalition meeting. There was discussion about the 212 project west of Cologne to east of Norwood. still looking for some money for the bypass by Bongards. Finding funds for the Hwy 5 project was also an agenda item.

Shane Fineran added that he would like to see the group pay more attention to Hwy 5 in Waconia like in other communities.

Council Member Grengs met with the Chamber Board and shared some updates on Hwy 5 and downtown reconstruction project.

Mayor Waldron attended Carver County Mayors meeting.

10) ANNOUNCEMENTS

11) ADJOURN REGULAR MEETING

Motion by Sorensen , seconded by Grengs 11) ADJOURN REGULAR MEETING at 6:49 p.m.

MOTION carried

Work Session:

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Nicole Waldron, Mayor

ATTEST: _____

Ann Meyerhoff, Office Assistant