



CITY COUNCIL MEETING MINUTES
 Richfield, Minnesota
Special City Council Work Session

September 12, 2017

CALL TO ORDER

The work session was called to order by Mayor Elliott at 5:15 p.m. in the Municipal Center.

Council Members Present: Pat Elliott, Mayor; Edwina Garcia; Michael Howard; Maria Regan Gonzalez; and Simon Trautmann

Staff Present: Steven L. Devich, City Manager; Pam Dmytrenko, Assistant City Manager/HR Manager; Jim Topitzhofer, Recreation Services Director; Kristen Asher, Public Works Director; Jack Broz, Transportation Engineer; Karen Shragg, Nature Center Manager; Amy Markle, Naturalist; and, Jared Voto, Executive Aide/Analyst.

Item #1	ORGANICS COLLECTION AND ORGANIZED GARBAGE HAULING
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Recreation Services Director Topitzhofer introduced Jennifer Nguyen Moore, Project Coordinator from the City of Bloomington. Ms. Nguyen Moore presented Bloomington’s implementation of organizing garbage hauling including: historical timeline; the city’s priorities for organized collection; contract details; program summary; services offered; pricing; implementation process; communications; enforcement; challenges of the first year of implementation; and recommendations.

Council Members asked questions of Ms. Nguyen Moore regarding liquidated damages, the contract, Bloomington’s staffing and reimbursement for administrative costs, how current services compare to previous services offered, insurance the Bloomington holds, and the “door-step” collection option.

Recreation Services Director Topitzhofer asked Council if they had any general comments. Council Members seemed to agree that the city was heading in this direction and to start the process.

Recreation Services Director Topitzhofer introduced the topic of organics recycling. Nature Center Manager Karen Shragg showed items that could be recycled with organics collection, such as pizza boxes.

Ben Knudson, recycling specialist from Hennepin County, discussed the County’s waste sort study that found the most common material in trash was food waste, with compostable paper the third most found item; both of which can be recycled by industrial composting. Mr. Knudson also discussed what is industrial composting, what the compost could be used for, the benefits of composting, other cities that offer organics collection, and that Hennepin County is shifting funds to encourage organics recycling.

Recreation Services Director Topitzhofer discussed five options for organics collection, and went into pros and cons of each: require all haulers to offer organic collection by ordinance; develop a

pilot program with the County to offer all haulers an incentive to offer organics collection; establish an organics drop off site(s); organize hauling and require organics collection by contract; and, do nothing. Mr. Topitzhofer asked the Council Members for their feedback.

Council Members all were in favor of organics recycling, and were generally in favor of establishing drop off site(s) to begin and move toward organized hauling with a requirement for organics collection. Mayor Elliott also suggested looking into the pilot program with the County as an intermediary step to get residents used to organics recycling.

Item #2	69TH STREET PILOT PROJECT INTERIM DESIGN
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Public Works Director Asher introduced the topic. This is about direction for an interim design for the next 5 to 10 years, since the project is not currently programmed.

Council Member Howard asked for clarification from Ted Weidenbach, Chair of the Transportation Commission, as to their understanding of what the City Council approved on August 8. Transportation Commission Chair Weidenbach responded that it was the understanding of the Transportation Commission that the City Council approved the Commission’s recommendation of the modified pilot project. Council Member Howard agreed that was what he thought was approved on August 8 and that if Council chose to go with option “B” with the buffered shoulders it would need further Council action and spoke in favor of the Transportation Commission’s recommendation.

Council Members and staff discussed what was meant by the pilot project, interim design, and the vote that was taken on August 8.

Council Member Garcia asked about the Transportation Commission has been working on this for a number of months. Transportation Commission Chair Weidenbach discussed the work the Commission has done on this project.

Council Member Howard asked about a change to the lane size to give additional space on the south side of the street, and if that would work with maintenance of the street. Public Works Director Asher stated it is shifted to allow four and a half feet on the south side, lane widths of 11 feet, and nine and a half foot delineated path. Maintenance is fine with this change.

Mayor Elliott asked Public Works Director Asher if maintenance was an issue and if the project is confusing to drivers. Public Works Director Asher stated she’s received the same comments and feedback the Mayor has received regarding the confusion.

Council Member Trautmann discussed concerns from residents in the area with the pilot project and after walking the area of 69th and 70th Street to get a feel of the area, he agrees with the Transportation Commission’s recommendation.

Council Member Regan Gonzalez stated she agreed with the vote from August 8, of approving the recommendation from the Transportation Commission.

ADJOURNMENT

The work session was adjourned by unanimous consent at 7:00 p.m.

Date Approved: September 26, 2017

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Meeting

September 12, 2017

CALL TO ORDER

The meeting was called to order by Mayor Elliott at 7:01 p.m. in the Council Chambers.

Council Members Present: Pat Elliott, Mayor; Edwina Garcia; Michael Howard; Maria Regan Gonzalez; and Simon Trautmann.

Staff Present: Steven L. Devich, City Manager; Mary Tietjen, City Attorney; Pam Dmytrenko, Assistant City Manager/HR Manager; Jay Henthorne, Public Safety Director/Police Chief; John Stark, Community Development Director; Kristin Asher, Public Works Director; Jim Topitzhofer, Recreation Services Director; Chris Regis, Finance Manager; and Jared Voto, Executive Aide/Analyst.

OPEN FORUM

None.

PLEDGE OF ALLEGIANCE

Mayor Elliott led the Pledge of Allegiance.

Item #1	SWEARING-IN OF CITY OF RICHFIELD POLICE OFFICERS MARK MENDOZA, NICHOLAS SCHIPP, ROBERT FREDERICKS, AND DYLAN SCHULTZ
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Chief Henthorne introduced the officers and their families and performed the swearing-in ceremony.

APPROVAL OF MINUTES

M/ S/ to approve the minutes of the: (1) Special Joint City Council and Richfield School Board of Education (ISD No. 280) work session of August 8, 2017; and (2) Regular City Council meeting of August 8, 2017.

Motion carried 5-0.

Item #2	RICHFIELD INDEPENDENT SCHOOL DISTRICT NO. 280'S 2017 REFERENDUM
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Steve Unowsky, Richfield Public Schools Superintendent, presented background and an overview of the referendum questions.

Tina Lavin, Chair of Richfield Citizens for a Quality Community, spoke regarding the Richfield Public Schools and in favor of the levy referendums.

Council Members commented on supporting the schools and children.

Item #3	OPEN STREETS AT PENN FEST ON SUNDAY, SEPTEMBER 17 FROM NOON TO 4 P.M.
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Gordon Hanson presented on the activities at Open Streets at Penn Fest.

Item #4	PROCLAMATION DECLARING SEPTEMBER 16, 2017, AS THE AMERICAN LEGION DAY IN THE CITY OF RICHFIELD
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Tom Hendrickson presented a brief history of the Richfield American Legion.

Mayor Elliott read the proclamation and presented it to Mr. Hendrickson.

Item #5	COUNCIL DISCUSSION <ul style="list-style-type: none"> • Hats Off to Hometown Hits
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Council Member Regan Gonzalez spoke regarding the budget work session and Aeon’s closing on the purchase of Seasons Park Apartments.

Council Member Howard echoed Council Member Regan Gonzalez’s comments and spoke regarding a Richfield resident’s interaction with the Richfield Police Department.

Mayor Elliott spoke regarding the budget work session and Richfield City Clerk Elizabeth VanHoose receiving certification as a Minnesota Certified Municipal Clerk.

Council Member Trautmann thanked staff for their work on the budget and spoke regarding the Richfield Police Department’s response to a carbon monoxide incident and thanking the officers involved.

Council Member Garcia spoke regarding the passing of former State Representative Mark Mahon; and interaction between her husband and the Richfield Police Department; and Richfield Community Center activities.

Item #6	APPROVAL OF THE AGENDA
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M/Garcia, S/Howard to approve the agenda.

Motion carried 5-0.

Item #7	CONSENT CALENDAR
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City Manager Devich presented the Consent Calendar.

- A. Consideration of the approval of a resolution updating the City’s Deferred Special Assessment Policy. (S.R. No. 121)
- B. Consideration of the approval of the purchase of a front-end loader from Ziegler Inc. for \$248,200.00, less \$26,500.00 trade-in allowance, totaling \$221,700.00, for use by the Public Works Department. (S.R. No. 122)
- C. Consideration of the approval of resolutions pertaining to the annual Lyndale/HUB/Nicollet (LHN) maintenance assessment process and scheduling a public hearing for October 10, 2017. (S.R. No. 123)
- D. Consideration of the approval of resolutions pertaining to the annual 77th Street maintenance district assessment process and scheduling a public hearing for October 10, 2017. (S.R. No. 124)
- E. Consideration of the approval of a resolution declaring costs to be assessed for removal of diseased trees from private property for work ordered in 2016 and scheduling a public hearing for October 10, 2017. (S.R. No. 125)
- F. Consideration of the approval of a resolution pertaining to the proposed 2017 Alley Paving project assessment process and scheduling a public hearing for October 10, 2017. (S.R. No. 126)
- G. Consideration of the approval of a resolution authorizing submission to the Transportation Economic Development (TED) Program for the 77th Street Underpass project. (S.R. No. 127)
- I. Consideration of the approval of a first reading of an ordinance to change the zoning of a number of properties between 66th and 68th Streets and 17th and Cedar Avenues from Mixed Use – Community (MU-C) and Multi-Family Residential (MR-2) with the Cedar Avenue Corridor Overlay (CAC) to Planned Multi-Family Residential (PMR). (S.R. No. 129)
- J. Consideration of the approval of a first reading of an ordinance that would make small wireless facilities a conditional use in residential districts. (S.R. No. 130)
- K. Consideration of the approval of a resolution supporting a grant application to Hennepin County for the Cedar Point South/Chamberlain project. (S.R. No. 131)
- L. Consideration of the approval of a request for the temporary expansion of the licensed premises for Davanni's, located at 6345 Penn Avenue South, to allow for the outside service of strong beer on Sunday, September 17, 2017, in conjunction with Richfield's Open Streets at Penn Fest event. (S.R. No. 132)
- M. Consideration of the approval of a request for the temporary expansion of the licensed premises for Thompson's Fireside Pizza, Inc., d/b/a Fireside Foundry, located at 6736 Penn Avenue South, to allow for the outside service of wine and strong beer in their parking lot on Sunday, September 17, 2017, in conjunction with Richfield's Open Streets at Penn Fest event. (S.R. No. 133)
- N. Consideration of the approval of a resolution appointing Health Administrator Anderson as the Board of Health's (City Council) agent on matters relating to the Minnesota Department of Health as it relates to Richfield's Local Public Health grant. (S.R. No. 134)
- O. Consideration of the approval of the continuation of the agreement with the City of Bloomington for the provision of food inspection services for Richfield for the year 2018. (S.R. No. 135)

- P. Consideration of the approval of an agreement allowing Richfield Department of Public Safety to accept grant monies from the U.S. Department of Justice, Office of Justice Programs, the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. (S.R. No. 136)
- Q. Consideration of the approval of a resolution authorizing acceptance of Office of Traffic Safety (OTS) funds for a four-year grant to fully fund an officer and fully equipped squad car dedicated for DWI enforcement in Richfield. (S.R. No. 137)
- R. Consideration of the approval of a resolution authorizing a new four-year contract to provide two Juvenile Investigator/School Liaison Officer services for School District #280 at the Richfield High School and the Richfield Middle School. (S.R. No. 138)
- S. Consideration of the revocation of the HUB Dairy Queen food establishment license due to non-payment of state taxes. (S.R. No. 139)
- T. Consideration of the reappointment of Jack Wold as a youth member of the Transportation Commission for a term of September 1, 2017 to August 31, 2018. (S.R. No. 140)
- U. Consideration of the appointment of Derek Sandbeck to the Arts Commission with a term expiring January 31, 2020. (S.R. No. 141)

Council Member Howard commented that Item 7.I. was a first reading and additional discussion will take place on September 26.

Council Member Regan Gonzalez asked to remove Item 7.H. from the consent calendar.

M/Elliott, S/Howard to approve the consent calendar, as amended.

Motion carried 5-0.

Item #8	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR
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- H. Consideration of the approval of a resolution re-approving site plans for a community band shell at Veterans Memorial Park. (S.R. No. 128)

Mayor Elliott presented Staff Report No. 128.

M/Elliott, S/Garcia to approve a resolution for site plan approval for a band shell at Veterans Memorial Park.

Motion carried 4-1. (Regan Gonzalez oppose)

Item #9	CONSIDERATION OF THE SECOND READING OF AN ORDINANCE AMENDING CITY CODE SECTION 802 RELATED TO SMALL CELL WIRELESS INSTALLATION IN THE CITY RIGHT-OF-WAY AND APPROVAL OF A RESOLUTION AUTHORIZING SUMMARY PUBLICATION. (S.R. NO. 142)
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Council Member Trautmann presented Staff Report No. 142.

M/Trautmann, S/Elliott to approve the second reading of an ordinance amending City Code Section 802 related to small cell wireless installation in the City right-of-way and approve a resolution authorizing summary publication.

Motion carried 5-0.

Item #10	CONSIDERATION OF THE APPROVAL OF THE 2017 REVISED/2018 PROPOSED BUDGET RESOLUTIONS ADOPTING THE 2018 PRELIMINARY PROPERTY TAX LEVY, SETTING TRUTH IN TAXATION HEARING DATE, AUTHORIZING BUDGET REVISIONS, AND AUTHORIZING REVISION OF 2017 BUDGET OF VARIOUS DEPARTMENTS. (S.R. NO. 143)
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Mayor Elliott presented Staff Report No. 143.

Finance Manager Regis presented information on the budget and levy.

Council Members commented that they were in favor of the 4.97% levy.

M/Elliott, S/Howard to approve resolutions establishing the 2018 preliminary property tax levy at 4.97% and proposed date for the Truth in Taxation hearing, authorizing budget revisions, and authorizing revision of 2017 budget of various departments.

Motion carried 5-0.

Item #11	CONSIDERATION OF THE APPROVAL OF A DATA SHARING AGREEMENT FOR ANALYSIS OF USE OF FORCE INCIDENT REPORTS FROM THE RICHFIELD POLICE DEPARTMENT. (S.R. NO. 144)
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Council Member Howard presented Staff Report No. 144.

Public Safety Director/Police Chief Henthorne discussed the item as it relates to the department.

M/Howard, S/Elliott to approve a data sharing agreement to facilitate the transfer of relevant data from the City of Richfield to Police Force Analysis System for coding.

Motion carried 5-0.

Item #12	CITY MANAGER'S REPORT
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City Manager Devich discuss youth commissioner interviews and commented on the Richfield Police Department and community-oriented policing.

Item #13	CLAIMS AND PAYROLLS
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

U.S. Bank		08/22/17
A/P Checks: 261297 - 261669	\$	1,327,396.31
Payroll: 129758 – 130127 ; 42779		652,507.01
TOTAL	\$	1,979,903.32

U.S. Bank		09/12/17
A/P Checks: 261670 - 262138	\$	1,701,404.62
Payroll: 130128 – 130844 ; 42780		<u>1,272,541.47</u>
TOTAL	\$	2,973,946.09

Motion carried 5-0.

OPEN FORUM

None.

Item #14	ADJOURNMENT
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The City Council Meeting was adjourned by unanimous consent at 8:54 p.m.

Date Approved: September 26, 2017

Pat Elliott
Mayor

Jared Voto
Executive Aide/Analyst

Steven L. Devich
City Manager