

**OAK GROVE COUNCIL
Regular Meeting Minutes
Monday, February 27, 2023**

The Regular Meeting of the Oak Grove City Council was called to order by Mayor Rolf at 7:00 p.m. on Monday, February 27, 2023. Mayor Rolf asked resident Kevin Shepherd to lead everyone in saying the Pledge of Allegiance, and roll call taken.

Present: Weston Rolf, Mayor
 Angie Bray Johnson, Council Member John West, Council Member
 Paul Tradewell, Council Member Mike Wylie, Council Member

Also Present: Loren Wickham, City Administrator Chuck Schwartz, City Engineer
 Jessica Rieland, City Clerk Rob Engler, Fire Chief

1. PUBLIC FORUM

2. ANNOUNCEMENTS

Council Member West announced that not all the councilmembers have social media accounts and that if residents would like to contact one of them, they should also call or send an email in addition to commenting on social media.

Mayor Rolf noted that he attended the Anoka Area Chamber of Commerce meeting and gave a presentation about the city and it went well.

3. SETTING OF REGULAR AGENDA

Administrator Wickham added Resolution 23-031 accepting the donation of an American Flag.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO APPROVE THE REGULAR AGENDA. All in favor.

4. APPROVAL OF COUNCIL MINUTES FOR JANUARY 30, 2023

Council Member Bray Johnson amended the minutes to state that she is not in favor of donating expired fire gear to Ukraine and that she would like more information presented to the council about it.

Mayor Rolf added that the council was interested in having the Fire Chief get more information about it.

MOTION MADE BY COUNCIL MEMBER BRAY JOHNSON, SECOND BY COUNCIL MEMBER WEST TO APPROVE THE REGULAR MEETING MINUTES AS AMENDED. All in favor.

5. ACKNOWLEDGE RECEIPT OF COMMISSION AND COMMITTEE MINUTES

- A. Parks Commission minutes for February 15, 2023
- B. Planning Commission minutes for February 16, 2023

The council acknowledged receipt of commission minutes.

1. PETITIONS, INDIVIDUALS, PRESENTATIONS, AND INQUIRIES

- A. Heart Safe Program

Firefighters Stephanie Preekett and Dillon Mancino presented the Heart Safe Program.

Council Member Wylie asked what the difference is between high-quality CPR and regular CPR.

Firefighter Preekett replied that high quality CPR focuses on hands only CPR combined with the shock from the AED machine. She noted that keeping the blood circulating is the high-quality part of the CPR.

Firefighter Mancino added that the program will focus on teaching the public the appropriate depth for chest compressions and the proper rate of speed for compressions.

City Council date

Mayor Rolf voiced support for using the Charitable Gambling funds for the program.

Council Member West asked if the start up costs and the annually fees will be paid for with that fund or if the annual cost will be added to the fire department budget.

Mayor Rolf replied that he would like the annual cost to also be paid for with the Charitable Gambling funds.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER WYLIE TO ADOPT RESOLUTION 23-041 APPROVING THE HEART SAFE PROGRAM IN THE AMOUNT NOT TO EXCEED \$12,000. All in favor.

2. CONSENT AGENDA

The Consent Agenda contains several items, which are acted upon by the Council in one motion. Upon request by any one Councilmember, City staff, or the public a consent agenda item may be removed and put on the regular agenda for discussion and consideration.

- A. Claims and Accounts
- B. Resolution 23-019 approving new tobacco license for Bill's Superette
- C. Resolution 23-032 accepting resignation of Blake Backowski
- D. Resolution 23-033 approving Minor Subdivision for Buhn
- E. Resolution 23-034 approving Final Plat of Sims Trail Crossing
- F. Resolution 23-035 approving IUP for Ryan Anderson – RCA Properties, LLC
- G. Resolution 23-036 approving Variance for Cedar Manufacturing Solutions
- H. Resolution 23-037 approving a Site Plan Review and Conditional Use Permit for Cedar Manufacturing Solutions
- I. Resolution 23-038 approving SafeAssure Service Agreement Renewal
- J. Resolution 23-031 accepting donation of an American Flag

Council Member West requested to remove C.

Council Member Tradewell requested to remove J.

MOTION MADE BY COUNCIL MEMBER WYLIE, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO APPROVE A, B, D, E, F, G, H, I. All in favor.

Council Member West thanked Firefighter Backowski for his years of service.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER WYLIE TO APPROVE C. All in favor.

Council Member Tradewell thanked John and Annette West for donating an American Flag for the council chambers.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER WYLIE TO APPROVE J. All in favor.

3. CONSULTING ENGINEER

- A. 2023 Street Improvements

Engineer Schwartz presented the plans for the 2023 Street Improvements. He noted that The Refuge neighborhood is included in these plans, and he has reached out to Joe Buhn, who manages The Refuge to see if they would like to include the golf course trails in the project. He noted that they plan on opening bids on March 24th.

Council Member West asked if the city will be sending a notice to the residents in The Refuge to see if there is interest in adding the trails to the project. He noted that it will also help clear up any confusion about who is responsible for maintaining the trails.

Council Member Bray Johnson voiced support for sending letters to the residents because she has spoken to homeowners in that neighborhood, and they are unaware of a Homeowner's Association.

Administrator Wickham replied that Staff will send letters to the residents of The Refuge.

- B. Resolution 23-039 approving Plan and Bid Authorization for 2023 Street Improvements

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT RESOLUTION 23-039 APPROVING PLAN AND BID AUTHORIZATION FOR 2023 STREET IMPROVEMENTS. All in favor.

C. Resolution 23-040 approving Poppy Street State Aid Project – Partial Pay Request

Engineer Schwartz presented the partial pay request from the City of St. Francis.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT RESOLUTION 23-040 APPROVING POPPY STREET STATE AID PROJECT – PARTIAL PAY REQUEST. All in favor.

D. Engineer Updates

Engineer Schwartz asked for the council’s input on the upcoming roundabout project on Viking Blvd NW and Rum River Blvd NW. He mentioned that he received the estimated cost from Anoka County and the city’s portion is approximately \$90,000 which will be reimbursable by State Aid funds. He added that the County is suggesting paving a trail on the northside from Fire Station 2 to the roundabout. The cost of the trail will be \$29,000 and 100% of the cost for the paving and maintenance of the trail will be the city’s responsibility.

Council Member Wylie suggested having Anoka County grade a trail up to the parking lot of Oak Grove Preserve Park.

Engineer Schwartz mentioned that Anoka County would like the city to pass a No Parking resolution that would prohibit people parking from Kiowa St NW to Blackfoot St NW.

Brad Johnson, Planning Commission Chair, stated that the commission had a sketch plan review with the county at last week’s meeting because they will need a Conditional Use Permit (CUP) for the bridge project. They discussed how people access the river from this location and they requested that the county either build safe access into their reconstruction plan or address the current issue of people accessing the river where they should not be.

Mr. Johnson added that in the future, this section may become part of the regional trail system and inquired if the county is responsible for the regional trail or if it falls to the city.

Council Member Tradewell replied that this trail is not meant to be used to access the river. It is there to get people from one side of the bridge to the other.

Council Member West voiced support for paving the trail.

Mayor Rolf voiced concern about the connectivity of the trail.

The council was in favor of paving the trail from Kiowa to the Rum River Bridge and wanted pedestrian crossings at all four legs of the roundabout. The Council also wanted the trail on the north leg shortened.

4. FIRE DEPARTMENT

A. Chief Updates

Chief Engler mentioned that they are in the process of hiring two new firefighters, there are three firefighters attending the fire academy, and Lieutenants are attending State School.

Chief Engler presented the calls for service for the month of January.

Council Member West asked what the department does for illegal burns.

Chief Engler replied that their first step is to educate the residents on the rules.

Mayor Rolf asked for clarification on the cost of the new Records Management System (RMS).

Chief Engler explained that the city’s portion of the contract is 2.2% of the cost.

5. PUBLIC WORKS DEPARTMENT

Administrator Wickham mentioned that the skating rink at City Hall is now closed for the season.

6. CITY ADMINISTRATOR UPDATES & DISCUSSION ITEMS

A. Administrator Updates

Administrator Wickham mentioned that Attorney Baumgartner will be present at the March 13th meeting and Meet the Deputies is scheduled for March 27th. He noted that at the next meeting Abdo will have an analysis of the generator purchase and will present purchasing options for the council to consider.

Administrator Wickham mentioned that he has been contacted by a couple of residents that would like to donate a sign for the council chambers and he will be bringing more information forward at an upcoming meeting. Staff has also started getting updated quotes for the improvements to the council chambers and office area.

Administrator Wickham suggested that the council start reviewing the long-term plan after the audit presentation which will be in April.

He mentioned that Westphal Construction is dissolving their company and would like to donate a parcel of land to the city. The parcel is unbuildable and unsellable, PID 20-33-24-13-0008.

MOTION MADE BY COUNCIL MEMBER WYLIE, SECOND BY COUNCIL MEMBER WEST TO ADOPT RESOLUTION 23-042 ACCEPTING A DONATION FROM WESTPHAL CONSTRUCTION OF PID 20-33-24-13-0008. All in favor.

7. MAYOR/COUNCIL REQUESTS/UPDATES

Council Member Tradewell offered to help the city purchase a laptop for the Heart Safe Program.

He commented on the snow removal tips that were included in the last newsletter and inquired if the city has been having issues with snow removal.

Administrator Wickham replied that residents have been pushing the snow from their driveway into the road and it has caused issues for Public Works so Staff is being proactive about resolving the problem. Staff has also received complaints from residents and the worst five offenders have gotten a visit from the Deputy.

Council Member Bray Johnson reminded residents to clean out the area around the fire hydrants if they have one in their yard.

Council Member Tradewell voiced concern about traffic parked on both sides of the road when SRO has events.

Administrator Wickham mentioned that in the past, the city has posted No Parking signs when issues arise.

Mayor Rolf noted that he has been gathering information to see if there is a better way for the fire department to respond to calls and asked the council for their input.

Council Member West voiced support for continued efforts to make the process more efficient.

The next Regular Meeting is scheduled for Monday, March 13, 2023, at 7:00 p.m.

14. ADJOURNMENT

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADJOURN. Council Member West opposed. Motion carried 4-1. The meeting was adjourned at 9:44 p.m.

Respectfully Submitted,

Jessica Rieland
City Clerk