

**OAK GROVE COUNCIL
Regular Meeting Minutes
Monday, April 10, 2023**

The Regular Meeting of the Oak Grove City Council was called to order by Mayor Rolf at 7:00 p.m. on Monday, April 10, 2023. Pledge of Allegiance was said, 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

Mayor Rolf announced that on April 18th at 5:30 he is partnering with the BCA and Bridge Church to host an internet safety class. He also mentioned that St. Francis High School will be having a career fair on April 27th from 2:00-4:30.

3. SETTING OF REGULAR AGENDA

Administrator Wickham mentioned that he will be presenting the cleaning service proposals under Administrator Updates and that the Sims Trail Crossing Final Plat has been updated and added under Consent Agenda.

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 MARCH 27, 2023

MOTION MADE BY COUNCIL MEMBER WYLIE, SECOND BY COUNCIL MEMBER WEST TO APPROVE THE REGULAR MEETING MINUTES. All in favor.

5. SHERIFF'S REPORT FOR MARCH 2023

Lieutenant Knotz reported that in March there were 205 calls for service, including 5 thefts, 1 damage to property, 1 personal injury accident, 10 property damage accidents, 35 medicals, 18 animal complaints, 7 alarms, 4 felony arrests, 3 gross misdemeanor arrests, 3 misdemeanor arrests, 2 DUI arrests, 3 warrant arrests, 180 traffic stops, and 36 traffic arrests.

Lieutenant Knotz noted that the CAST Fishing Event at Lake George will be held again this year and details are soon to come.

Council Member Bray Johnson thanked Lieutenant Knotz for meeting with her and mentioned that she will be doing a ride along with one of the deputies tomorrow.

6. PETITIONS, INDIVIDUALS, PRESENTATIONS, AND INQUIRIES

7. 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 23-051 hiring temporary employees for 2023 Recycle Days
- C. Resolution 23-052 approving Final Plat of Sims Trail Crossing and Correcting the Prior approval of such Final Plat

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO APPROVE THE CONSENT AGENDA. All in favor.

8. CONSULTING ENGINEER

A. Resolution 23-053 bid award for 2023 Street Improvement Project

Engineer Schwartz presented the bids received for the 2023 Street Improvements. The winning bid came from North Valley for \$401,189.77.

Mayor Rolf inquired if there are plans to add roads to the street improvements to get to the recommended amount of \$600,000.

Administrator Wickham replied that the council did not budget for \$600,000 in road improvements on the revenue side for 2023. He added that the audit will be presented at the next meeting and there may be a larger balance in the road maintenance fund. After reviewing the balance, the council will have the opportunity to add more roads to the project if they would like.

Council Member Wylie and Council Member Bray Johnson suggested adding more trails to the maintenance schedule if there is money left in the budget.

Administrator Wickham noted that he will get recommendations from Director Anderson about which trails could be added.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER WYLIE TO ADOPT RESOLUTION 23-053 BID AWARD FOR 2023 STREET IMPROVEMENTS. All in favor.

B. Engineer Updates

Engineer Schwartz provided an update on the Anoka County Bridge Reconstruction project.

Council Member West asked about the lighting impact of the project.

Engineer Schwartz replied that he would provide more information on the lighting impact at the next meeting.

Council Member Wylie asked if the crosswalks would have lights.

Engineer Schwartz replied that he would find out more information from the county and suggest adding lights or prepping the area for lights to be added in the future.

The council would like an estimate on extending the trail to Oak Grove Preserve Park.

9. FIRE DEPARTMENT

A. Chief Updates

Chief Engler mentioned that on April 29th from 1:00-4:00 they will be having an Open House at Station 2 for the HeartSafe program. He noted that they have hired two new firefighters that will be starting the academy soon. He mentioned that all the trucks have been serviced and that they are currently working on starting the Explorers program again. Chief Engler mentioned that they will be scheduling a prairie burn for training at Dunlap Park.

Mayor Rolf asked if the trees near the parking lot at Dunlap Park could be moved before the fire department does the training burn.

Administrator Wickham replied that Staff will schedule a time to move the trees.

Chief Engler presented the calls for service for February and March.

Council Member Wylie asked if the department has been able to maintain a sufficient level of manpower. Chief Engler replied that they consistently have 32 firefighters in the department.

Mayor Rolf inquired if they could schedule a HeartSafe training session for the council and city staff.

Chief Engler replied yes, they could schedule a training session.

City Council date

10. PUBLIC WORKS DEPARTMENT

Mayor Rolf recognized the Public Works staff for all their hard work this winter plowing the roads for the residents of Oak Grove.

11. PARKS

Jerri Tri, Planning Commission Chair, mentioned that he has been working with Chief Engler to get the burn scheduled at Dunlap Park and that the prairie land there has not been burned in approximately eight years.

He also noted that the Parks Commission would like to get together with the City Council, Anoka County Highway Department, and the County Commissioners to have unified communication between all departments so they can discuss trail connections along the upcoming project areas.

Council Member Wylie suggested scheduling a work session to discuss the 2006 Master Parks and Trails Plan.

Administrator Wickham suggested having the council discuss their position on budgeting for trail maintenance and trail construction before a work session is scheduled with everyone.

12. PLANNING DEPARTMENT

13. CITY ADMINISTRATOR UPDATES & DISCUSSION ITEMS

A. Charitable Gambling Fund Request

Administrator Wickham presented the request from East Bethel Elementary School PTO for Charitable Gambling funds.

Mayor Rolf asked Chief Engler how much the department anticipates requesting for the Explorers program.

Chief Engler estimated that they would request \$8,000.

Council Member Wylie noted that he prefers to use Charitable Gambling funds on police and fire expenses.

Council Member West asked for clarification on the application process.

Administrator Wickham replied that this request was received before the March 31st deadline and that is why it was presented now and not in September, for the Fall deadline.

Mayor Rolf stated that he believes the school district should be responsible for the playground repairs, but he is in favor of donating \$500 to the East Bethel Elementary School PTO because that is what the council donated to St. Francis Elementary School.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADOPT RESOLUTION 23-054 APPROVING A DONATION OF \$500 TO EAST BETHEL ELEMENTARY PTO FOR ITS PLAYGROUND PROJECT. Motion carried 4-1. Council Member Wylie opposed.

Council Member Bray Johnson asked Chief Engler to explain the Explorers program.

Chief Engler replied that the Explorers program is through the Boy Scouts of America and was developed to encourage young people to consider becoming firefighters.

B. Ratifying the 2024 URRWMO budget

Administrator Wickham presented the 2024 URRWMO budget for the council to consider.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER WYLIE TO RATIFY THE 2024 URRWMO BUDGET FOR \$11,207.76. All in favor.

City Council date

C. Administrator Updates

Administrator Wickham noted that he received a letter from the city attorney notifying him that they are raising their rates effective July 1st. The last time the rates were raised was in 2021.

Administrator Wickham presented the proposals he received from three cleaning companies that he met with.

Council Member West asked if any of the companies are BCA certified.

Administrator Wickham replied no, none of them are. He added that the city does not have a police department so the cleaners would not have access to sensitive information.

Mayor Rolf voiced support for the proposal from CMT Janitorial Services.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ACCEPT THE PROPOSAL FROM CMT JANITORIAL SERVICES FOR CLEANING SERVICES AT CITY FACILITIES. All in favor.

Administrator Wickham mentioned that he received an email from the Humane Society and there is a K9 influenza outbreak in both of their facilities and they will not be accepting animals at this time. He noted that the newsletter is in production and should be mailed to residents in time for Recycle Day.

14. MAYOR/COUNCIL REQUESTS/UPDATES

Council Member Bray Johnson mentioned that Anoka County has scheduled two clean-up days for the Mississippi River, and they are on Saturday April 22nd and Wednesday April 26th.

Council Member Tradewell requested updated CIP information regarding the 2023 road maintenance fund and the amount that the council budgeted for.

The next Regular Meeting is scheduled for Monday, April 24, 2023, at 7:00 p.m.

15. ADJOURNMENT

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADJOURN. Motion carried 4-1. Council Member West opposed. The meeting was adjourned at 8:31 p.m.

Respectfully Submitted,

Jessica Rieland
City Clerk