

**OAK GROVE COUNCIL
Regular Meeting Minutes
Monday, May 8, 2023**

The Regular Meeting of the Oak Grove City Council was called to order by Mayor Rolf at 7:00 p.m. on Monday, May 8, 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

Also Present: Loren Wickham, City Administrator Chuck Schwartz, City Engineer
 Rob Engler, Fire Chief Matt Anderson, Public Works Director

Via Zoom: Mike Wylie, Council Member

- 1. PUBLIC FORUM**
- 2. ANNOUNCEMENTS**
- 3. SETTING OF REGULAR AGENDA**

Administrator Wickham noted that the packet has been updated with a couple of supporting documents.

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

- 4. APPROVAL OF COUNCIL MINUTES FOR APRIL 24, 2023**

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

- 5. ACKNOWLEDGE RECEIPT OF COMMISSION AND COMMITTEE MINUTES**

A. Planning Commission minutes for April 20, 2023

The council acknowledged receipt of commission minutes.

- 6. SHERIFF’S REPORT FOR APRIL 2023**

Lieutenant Knotz reported that in April there were 272 calls for service, including 5 thefts, 1 assault, 4 criminal damage to property, 1 personal injury accident, 12 property damage accidents, 36 medicals, 34 animal complaints, 16 alarms, 1 felony arrest, 3 gross misdemeanor arrests, 2 misdemeanor arrests, 3 DUI arrests, 1 domestic assault arrest, 143 traffic stops and 40 traffic arrests.

Council Member West noted that animal control calls have increased significantly and inquired about the increase and if they’ve had difficulties picking up the animals.

Lieutenant Knox replied that they have not had a facility to bring the animals to because the Humane Society has been closed. He noted that he does not have call details at this time.

Council Member Bray Johnson asked how the process has been going with animal control.

Lieutenant Knotz replied that he is not aware of any issues.

Council Member Wylie asked if the deputies try to identify the animal and return them to their owner before impounding them.

Lieutenant Knotz replied yes, they always try to identify and return them before bringing them to impound.

- 7. PETITIONS, INDIVIDUALS, PRESENTATIONS, AND INQUIRIES**

- 8. CONSENT AGENDA**

City Council date

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 23-057 approving Variance for Nick and Dana Houwman
- C. Resolution 23-058 approving CUP for Anoka County Highway Department
- D. Resolution 23-059 approving Final Plat of Smiths Grove Third Addition
- E. Resolution 23-060 hiring Eugene Lund as temporary seasonal on-call Public Works employee

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

9. CONSULTING ENGINEER

- A. Resolution 23-065 Awarding University Avenue NW/NE Improvement S.A.P. 2023-103-002 & S.A.P. 2023-109-002

Engineer Schwartz presented the bids received for the University Avenue NW project.

Mayor Rolf asked if the cost will be equally divided between Oak Grove and East Bethel. Engineer Schwartz replied yes, the cost will be split equally.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADOPT RESOLUTION 23-065 AWARDED UNIVERSITY AVENUE NW/NE IMPROVEMENT S.A.P. 2023-103-002 & S.A.P. 2023-109-002. All in favor.

- B. Anoka County Bridge Project JPA

Engineer Schwartz presented the JPA for the Anoka County Bridge project.

Mayor Rolf voiced concern about the JPA because he believed that the cost was 100% the county's responsibility. He was unaware that the estimated construction costs to the city would be \$62,372.39 and he would like to discuss this with the county before agreeing to the JPA.

Engineer Schwartz suggested asking the representatives for the project about the costs at an upcoming meeting.

Council Member Wylie also voiced concern about the city not being more involved and informed about the project.

Council Member Bray Johnson asked if Staff received more information about the level of sound the concrete on the bridge will make.

Engineer Schwartz replied no, he has not received more information on that yet and encouraged the council to ask the project representatives at the meeting in June.

Brad Johnson, Planning Commission Chair, noted that at the last planning meeting they asked about the concrete grooving. The county replied that they will be using structural concrete for this project but did not note the final grooving number.

- C. Resolution 23-064 authorizing Change Order #1 for 2023 Street Improvements

Engineer Schwartz noted that the 2023 street improvements will begin in a couple of weeks, and he proposed approving Change Order #1 to add 204th Ave NW and Eidelweiss St NW to the project.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADOPT RESOLUTION 23-064 AUTHORIZING CHANGE ORDER #1 FOR 2023 STREET IMPROVEMENTS. All in favor.

- D. Engineer Updates

Engineer Schwartz mentioned that Smith Grove has started construction and that Staff had a pre-construction meeting for JP Farms and activity will begin there as well.

City Council date

Mayor Rolf noted that he has been in touch with Anoka County regarding a traffic study on Viking Blvd NW near the industrial park.

Engineer Schwartz noted that Anoka County suggested having a third party do a traffic study.

10. FIRE DEPARTMENT

A. Resolution 23-061 approving access control update and security cameras

Administrator Wickham presented a proposal from Integrated Protection Systems (IPS) to update the access control hardware to install security cameras and software at Fire Station 2. Access control software and hardware was updated at City Hall in 2018 but not at Fire Station 2. That system has reached its end of life and needs to be updated. Fire Station 2 is the only city facility that doesn't have security cameras installed. These items are budgeted in the 2023 budget.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADOPT RESOLUTION 23-061 APPROVING ACCESS CONTROL UPDATE AND SECURITY CAMERAS. Motion carried 4-0. Council Member West abstained.

B. Resolution 26-066 approving MESB Subgrant Agreement

Administrator Wickham noted that the Commissioner of Health made funds available for grants to Minnesota's eight regional emergency medical services programs to purchase opiate antagonists and educate and train "emergency medical services persons" (eligible First Responders), in the use of these antagonists in the event of an opiate or heroin overdose. For the city to be reimbursed for the purchase of NARCAN and training of first responders (fire fighters) it must enter the Opiate Antagonists Subgrant Agreement with Metropolitan Emergency Services Board (MESB).

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER TRADEWELL TO ADOPT RESOLUTION 23-066 APPROVING MESB SUBGRANT AGREEMENT. All in favor.

C. Chief Updates

Chief Engler reported that in April there were 52 calls for service including 2 building fires, 2 smoke investigations, 30 medical incidents, 2 motor vehicle accidents, 3 rescues, 1 gas leak/explosion, 2 public service assistance calls, 9 dispatched and canceled, and 1 special incident.

Council Member Tradewell asked if the fire department was able to do their training burn.

Chief Engler replied no not yet.

Chief Engler noted that 60 people have completed the HeartSafe training at this time. The Open House they had a couple of weeks ago helped train 40 residents. He added that two new firefighters have been hired and will start the academy in July.

Council Member Bray Johnson asked if the firefighters know how to use a Lucas Device.

Chief Engler replied yes, most of the firefighters know how to use it.

Council Member Bray Johnson mentioned that she spoke with a resident that is considering donating one the city.

Council Member West inquired what a Lucas Device is.

Chief Engler explained that it is a device that goes over your chest and there is a board that goes behind the person. It sticks to the chest and does compressions.

11. PUBLIC WORKS DEPARTMENT

A. Resolution 23-062 authorizing purchase of truck and snowplow

Administrator Wickham mentioned that there is no guarantee that the city will get a truck, but Staff is preparing to bid on a fleet vehicle when they become available. He noted that Public Works vehicles and equipment are on a 20-year replacement schedule and this proposal is to replace a 2000 Chevrolet truck. The city budgeted \$65,000 for the replacement truck in 2023 on the CIP.

Director Anderson explained the bidding process and noted that they are hoping to get on a list for a truck this year.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER WYLIE TO ADOPT RESOLUTION 23-062 AUTHORIZING PURCHASE OF TRUCK AND SNOWPLOW. All in favor.

Council Member West inquired about building maintenance and infrastructure needs for the city. Director Anderson replied that maintenance efforts are improving.

Council Member West mentioned that the fire alarm at Station 2 is not working, and he stressed the importance of maintaining the systems we have because it is important to take care of the city's infrastructure. Director Anderson replied that there have been ongoing issues with that, and they have been working on resolving them.

Director Anderson thanked Mayor Rolf for the letter of appreciation he wrote to Public Works after the plowing season.

Council Member Bray Johnson asked about the condition of the equipment needed for summer. Director Anderson replied that they have a dump truck that doesn't run but they will get it up and running soon. He added that the road grader was recently repaired, and the mowers are in working condition.

12. PARKS

Council Member Wylie gave an update on the parks commission.

13. PLANNING DEPARTMENT

Council Member Bray Johnson gave an update on the planning commission. She noted that Anoka County will be meeting with the residents that are affected by the bridge reconstruction project and that the VisionQuest campground application was tabled at the last meeting.

14. CITY ADMINISTRATOR UPDATES & DISCUSSION ITEMS

A. Resolution 23-063 Meeting Schedule Amendment

The council discussed changing the start time of council meetings. The new start time will be 6:00 pm and takes effect on June 12, 2023.

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADOPT RESOLUTION 23-063 MEETING SCHEDULE AMENDMENT. All in favor.

B. Code Enforcement

Administrator Wickham noted that Rum River Construction Consultants provides building official and building inspection services to the city. He added that the city has a provision in the agreement that allows Rum River to charge \$65 per hour for additional services identified and mutually agreed upon by both parties. They are willing to perform code enforcement for the city under this provision starting June 1, 2023.

There is \$24,000 budgeted for consulting planner services in the Planning & Zoning budget and some of those funds can be used for code enforcement. We are ½ way through the year and staff does not anticipate needing the full amount for consulting planner services in 2023. Staff will continue to intake complaints and then forward on to Rum River, so we are not paying them to act on complaints received that are not valid.

The council discussed code enforcement policy. They voiced support to have Rum River start code enforcement and would like monthly updates on the number of complaints and the cost of enforcement.

C. Administrator Updates

Administrator Wickham suggested scheduling a work session before the June 12th meeting. He noted that the work session will begin at 5:30 and the regular meeting will start at 6:00.

Administrator Wickham mentioned that Randy Engel with Buetow 2 Architects would like to meet with the council to discuss the fire station and city hall project.

15. MAYOR/COUNCIL REQUESTS/UPDATES

A. Anoka County Fire Protection Council & URRWMO – Council Member West

Council Member West gave an update on the Fire Protection Council and URRWMO meetings. He noted that Council Member Tradewell was chosen to be the Treasurer of the URRWMO.

Council Member Bray Johnson noted that the city now has animal control services while the Humane Society is unable to accept animals. She reminded residents to call the Sheriff's department if they see an animal at large.

Mayor Rolf voiced appreciation to the county for repaving a section of Viking Blvd NW near the bridge over the Rum River. He also read a letter of appreciation for the city's first responders that was received by a resident.

The next Regular Meeting is scheduled for Monday, June 12, 2023, at 6:00 p.m. and there will be a work session at 5:30 p.m.

16. ADJOURNMENT

MOTION MADE BY COUNCIL MEMBER BRAY JOHNSON, SECOND BY MAYOR ROLF TO ADJOURN. Motion carried 4-1. Council Member West opposed. The meeting was adjourned at 8:53 p.m.

Respectfully Submitted,

Jessica Rieland
City Clerk