

**OAK GROVE COUNCIL
Regular Meeting Minutes
Monday, June 12, 2023**

The Regular Meeting of the Oak Grove City Council was called to order by Mayor Rolf at 6:00 p.m. on Monday, June 12, 2023. Pledge of Allegiance was said, and roll call taken.

Present:	Weston Rolf, Mayor Angie Bray Johnson, Council Member Paul Tradewell, Council Member	John West, Council Member Mike Wylie, Council Member
Also Present:	Loren Wickham, City Administrator Rob Engler, Fire Chief Lieutenant Andy Knotz Karri Thorsten, Abdo Financial Solutions Jean McGann, Abdo Financial Solutions Peggy Scott, State Representative Paul Novotny, State Representative Jerry Auge, Anoka County Assistant Engineer	Chuck Schwartz, City Engineer Matt Anderson, Public Works Director Joe MacPherson, Anoka County Engineer Erin Jordan, SEH Traffic Engineer/Project Manager Nick Dobda, Anoka County Engineering Supervisor

1. PUBLIC FORUM

2. ANNOUNCEMENTS

Council Member West mentioned that he and Parks Commissioner West were able to remove half of the Christmas lights from the trees at City Hall but will need to rent larger equipment to remove the rest. Mayor Rolf thanked the Wests for volunteering to take down the lights. He explained in the future the City should figure out how to fund the event so it does not fall on one Council Member.

Mayor Rolf noted he attended the School Board meeting for St. Francis on May 22, 2023.

3. SETTING OF REGULAR 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 MAY 8, 2023

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

5. ACKNOWLEDGE RECEIPT OF COMMISSION AND COMMITTEE MINUTES

- A. Parks Commission Minutes for May 17, 2023
- B. Planning Commission Minutes for May 18, 2023

The Council acknowledged receipt of commission minutes.

6. SHERIFF'S REPORT FOR MAY 2023

Lieutenant Knotz reported that in May there were 323 calls for service, including 1 burglary, 1 theft, 1 criminal conduct, 1 assault, 2 criminal damage to property, 5 personal injury accident, 14 property damage accidents, 32 medicals, 27 animal complaints, 17 alarms, 1 felony arrest, 2 gross misdemeanor arrests, 4 misdemeanor arrests, 4 DUI arrests, 1 domestic assault arrest, 2 warrant arrests, 114 traffic stops, and 43 traffic arrests.

Council Member Tradewell asked to clarify the incident that happened last week with 3 squad cars involved. Lieutenant Knotz replied that it was a mental health call.

Councilmember Bray Johnson asked to explain the protocol for the incident on 206th Street and Lake George Boulevard. Lieutenant Knotz explained it was a domestic related incident and noted deputies will do a threat assessment, gather information and communicate to residents if needed.

Mayor Rolf asked about Night to Unite and how residents can register to host an event. Lieutenant Knotz thought the information was already released and believed it was the website but would check and follow up.

Mayor Rolf voiced concern about the fighting at Lake George that has occurred for the past three years and noted the County should be using funds to keep residents safe. Lieutenant Knotz replied that there has been extra patrol since early May because the fighting usually occurs on Senior Skip Day and high school graduations. He noted that the head of the parks department has been contacted about the issue.

7. PETITIONS, INDIVIDUALS, PRESENTATIONS, AND INQUIRIES

A. First Quarterly 2023 Financial Report – Abdo Financial Solutions

Karri Thorsten, Abdo Financial Solutions, presented the First Quarterly 2023 Financial Report.

B. Long-term Plan

Kari Thorsten and Jean McGann from Abdo Financial Solutions presented the Long Term Plan in a work session before the council meeting. City Administrator Loren Wickham mentioned the Council could add an additional Work Session to discuss the fire station project.

C. Legislative Update Representatives Peggy Scott and Paul Novotny

Mayor Rolf welcomed Representatives Peggy Scott and Paul Novotny.

Representative Scott stated she represents parts of Andover, East Bethel, the east side of Oak Grove, a couple of Townships, and part of Ham Lake. She gave an overview on the State's budget and noted it was a 40% increase.

Representative Novotny explained he represents the west half of Oak Grove, Elk River, and parts of Otsego.

Representative Scott reviewed the Legislative update on the use of recreational cannabis and City requirements. Representative Novotny added his concerns of road testing since there is not a legal set limit. He explained the legal limits an individual is allowed to have of marijuana.

Representative Scott explained the transportation bill and nursing home funding.

Mayor Rolf asked if the quarter percent sales tax passed for low-income housing effected the City. Representative Novotny replied that it passed it was a total percentage.

Council Member Bray Johnson asked how long the exemption from Metropolitan Council would last. Representative Novotny replied until the Metro Council decides to take it back.

Mayor Rolf noted a resident reached out asking to grow marijuana on their property. Representative Novotny mentioned there are many requirements to receive the grow license.

8. 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.

Council Member West requested to pulled item G. Mayor Rolf requested to pulled items A and C.

- ~~A. Claims and Accounts~~
- B. Resolution 23-067 approving temporary liquor license for St. Patrick's church
- ~~C. Resolution 23-068 approving liquor license renewals~~
- D. Resolution 23-069 closing escrow accounts
- E. Resolution 23-070 recommending denial of CUP for VisionQuest Campground
- F. Resolution 23-071 approving Site Plan Review for Ryan Peterson, Froggy Hops
- ~~G. Resolution 23-072 accepting resignation of Administrative Assistant~~
- H. Resolution 23-073 Accepting Development Agreement for Smith Grove Third Addition

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER WEST TO APPROVE CONSENT AGENDA WITH THE EXCEPTION OF ITEMS A, C, AND G. All in favor.

8.A. Claims and Accounts

Mayor Rolf noted that there is an invoice from IPS on claims. Council Member West stated he will be abstaining from the vote.

MOTION BY COUNCILMEMBER TRADEWELL, SECONDED BY COUNCIL MEMBER BRAY JOHNSON TO APPROVE CLAMS AND ACCOUNTS. Motion carried 4 ayes, 0 nays, 1 abstain. Council Member West abstained.

8.C. Resolution 23-068 approving liquor license renewals

Mayor Rolf inquired about the compliance check.

MOTION BY MAYOR ROLF, SECONDED BY COUNCIL MEMBER WEST TO APPROVE RESOLUTION 22-068 APPROVING LIQUOR LICENSE RENEWALS. All in favor.

8.G. Resolution 23-072 Accepting Resignation of Administrative Assistant

Council Member West thanked Katie Kalland for her work at the City and with URRWMO.

MOTION BY COUNCIL MEMBER WEST, SECONDED BY COUNCIL MEMBER TRADEWELL TO ACCEPT RESOLUTION 23-072 ACCEPTING RESIGNATION OF ADMINISTRATIVE ASSISTANT.

9. CONSULTING ENGINEER

- A. Anoka County
 - 1. Viking Blvd NW Traffic Study

Mayor Rolf stated he had invited the Anoka County engineer to speak to concerns on County Road 22 and Viking Boulevard NW.

County Engineer Joe MacPherson explained that Anoka County would do a corridor study and have done preliminary evaluations on the current crash data.

Mayor Rolf asked if Cedar Drive NW would be included in the study. County Engineer MacPherson replied that they had spoken on including Cedar Drive NW but are going to focus on one section since the County is looking to do an improvement project on Cedar Drive NW in the future.

Mayor Rolf noted there was no data to show crashes on Tamarack Street NW.

Council Member Wylie asked when the study would occur. County Engineer MacPherson replied the first step is to submit a proposal to consultants which has already occurred.

SEH Traffic Engineer/Project Manager Erin Jordan stated her role was to gain perspective and understand the vision the Council has for the corridor.

Council Member Tradewell mentioned concerns about more trucks driving on Tamarack Street due to more businesses going into Tamarack Street.

Council Member Bray Johnson noted the busy intersections and the difficulty to see at the intersections.

SEH Traffic Engineer/Project Manager Jordan noted the next step would be to host a Project Management

Team meeting to provide more input. The analysis and recommendations will occur during July and August and will wrap up around Labor Day.

Mayor Rolf explained the importance of making sure the residents are safe and noted Nightingale Street and Flamingo Street Northwest were concerning. County Engineer MacPherson stated the cost of the project is \$12,000.

Mayor Rolf asked how the City would pay for some of the projects on County roads. County Engineer MacPherson replied when studies are conducted they often split the cost or the County will take the cost if it is an initiative the County will own it, but it varies.

Mayor Rolf expressed his support in spending \$2,000 to do the study.

MOTION MADE BY MAYOR ROLF, SECOND BY COUNCIL MEMBER TRADEWELL, TO ACCEPT THE VIKING BOULEVARD NW TRAFFIC STUDY AND DIRECT STAFF FOR UP TO \$2,000 TO COME OUT OF THE ROAD FUND OR PUBLIC BENEFIT FUND. MOTION CARRIED 4 ayes, 1 nays.

B. Viking Blvd NW Bridge JPA

Anoka County Engineering Supervisor Nick Dobda presented the Viking Boulevard NW bridge Joint Powers Agreement (JPA).

Mayor Rolf noted there was no discussion about the City having any financial obligations for a bridge for a County road. Engineering Supervisor Dobda replied there was a miscommunication since the County would be paying for the bridge but there is a cost share in the road to attach the bridge.

Anoka County Assistant Engineer Jerry Auge explained the bridge was originally a rehab bridge but changed to a replacement to ensure two lanes in both directions which has additional costs for curb and gutter.

Mayor Rolf expressed his understanding and added his concern that there was not much discussion. County Engineer MacPherson explained the County covers maintenance costs but has a cost participation policy in place, noting it is standard to have discussion about costs at the current phase of the project.

Council Member West added that the budget is complete and it would have been helpful to have had advanced communication in order to plan ahead. County Engineer MacPherson replied the County is willing to work with the City and can do a payment plan if needed.

Council Member Bray Johnson noted during the Planning Commission meeting, a representative mentioned the bridge would be shut down for a period of time and asked if there was miscommunication. County Engineer MacPherson replied if there was a closure it would be short-term in order to shift lanes.

Council Member Bray Johnson asked how road closures would be communicated. County Engineer MacPherson replied they typically give 10-day warnings by posting it on the roads, sending post cards and posting it on the website.

Council Member Bray Johnson asked when preliminary work would begin. Engineering Supervisor Dobda replied it would begin in the winter.

Assistant Engineer Auge gave an update on the railroad tracks near the Public Works building and noted the railroad crossing would be replaced.

The council discussed the potential of including a divider in with the railroad crossing and quiet zones.

City Engineer Chuck Schwartz noted there was a previous study conducted, which would be provided to the Council with the findings.

Mayor Rolf asked if the detour was determined. Assistant Engineer Auge replied they are hoping to utilize Cedar Drive NW and other City roads.

C. Engineer Updates

Engineer Schwartz noted pavement will start at The Refuge, Eidelweiss, and 204th Lane NW tomorrow and Smith Gove received the first lift of pavement in the past week.

10. FIRE DEPARTMENT

A. Chief Updates

Fire Chief Rob Engler reported that in May there were 59 calls for service including 2 structure fires, 2 grass fires, 7 illegal burns, 2 smoke investigations, 32 medical incidents, 4 motor vehicle accidents, 2 rescues, 1 gas leak/explosion, 1 public service assistance calls, and 6 dispatched and canceled.

Chief Engler reviewed the upcoming events and stated that on June 22nd there is a Heart Safe event at Station 1. On July 15th there will be a Booster Park Parade. On August 4th there will be a Cast Fishing event. On September 8-10 Country Fest will occur. October 1st will be the pancake breakfast.

Chief Engler mentioned two new hires have finished EMR training and will be starting the academy.

Council Member Wylie asked how many current staff there were. Chief Engler stated 32 with 9 staff eligible to retire.

Council Member Tradewell asked whether anyone could come to the Heart Safe Event. Chief Engler replied everyone is welcomed and he would put the information on the website.

Mayor Rolf suggested scheduling a Council and City Staff training session for the Heart Safe program.

11. PUBLIC WORKS DEPARTMENT

Public Works Director Matt Anderson gave an update on the street overlay projects, the Lion's benches, ditch mowing, and maintenance at the Lake George sewer plant. He noted that they have been allotted a new truck but the order has not yet been placed.

Council Member Tradewell asked about generator pricing. Director Anderson replied he is hoping to get a quote by the end of the week.

Director Anderson noted new street signs have arrived and are being installed.

12. PARKS

Council Member Wylie gave an update on the Parks Commission.

Mayor Rolf explained he was contacted by a Boy Scouts group wanting to do park improvements and had encouraged them to attend the Parks Commission meeting.

13. PLANNING DEPARTMENT

Council Member Bray Johnson gave an update on the Planning Commission. She noted there will be a new building on Tamarack Street.

14. ADMINISTRATOR UPDATES & DISCUSSION ITEMS

A. Resolution 23-074 approving Animal Impounding Housing Services Contract

Administrator Wickham presented the Animal Impounding Housing Services Contract with the Humane Society in Coon Rapids, costs incurred to date, fee increases, and service fees.

Mayor Rolf asked to clarify the expenses. Administrator Wickham explained a situation where a dog was not retrieved and all of the expenses fell on the City.

MOTION MADE BY COUNCIL MEMBER TRADEWELL, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADOPT RESOLUTION 23-074 APPROVING ANIMAL IMPOUNDING HOUSING SERVICES CONTRACT 2023. All in favor.

B. Juneteenth Discussion

Administrator Wickham explained Juneteenth was approved as a federal Holiday in 2022 and approved as a State Holiday at the last legislative session. The handbook will need to be amended to reflect Juneteenth as a Holiday. The City office will be closed on June 19, 2023.

C. Administrator Updates

Administrator Wickham updated the City Council on the outdoor recreation agreement with the St. Francis Hockey Association to operate the warming house and skating rink in the winter. It is still in effect until 2024, but the new group proposed some changes such as providing staff Monday-Thursday while the City would provide Staff on the weekends.

Mayor Rolf explained he did not see the benefit in reducing hours. The Council agreed.

Administrator Wickham updated the City Council on legislative changes to local government funding aids. The City will receive some public safety aid later this year. Council Member Tradewell asked if the funds would need to be spent at a certain time. Administrator Wickham replied he was waiting for more guidance but did not believe there was a deadline.

Administrator Wickham requested that the City office be closed on Monday, July 3. The Council agreed. Administrator Wickham discussed summer hours for City Hall but noted staff could not come to consensus on what would work for most. He requested closing one Friday a month during the summer months in lieu of summer hours.

Administrator Wickham stated the Planning Commission meeting for Thursday was cancelled and Parks and Recreation Commission will meet next week. He mentioned he has been working to fix the electronic sign but the vendor stated the power supply has been discontinued and they can't get another one. He will have quotes for the Council at a future meeting to consider replacing the sign.

15. MAYOR/COUNCIL REQUESTS/UPDATES

Council Member Bray Johnson mentioned that community members have spoken to her about the acreage requirement to build a 2,400 sq. ft. accessory building. She requested changing the lot size from 2.5 acres to 2 acres.

Council Member West noted that Bethel has refused to ratify the URRWMO budget, which will go to their Council meeting tonight. He also noted that lights need to come down off the last two trees.

Council Member Bray Johnson inquired if the City has a Public Alert system. Administrator Wickham replied yes, and residents can sign up for it on the website.

Mayor Rolf asked if the Heart Safe training could be scheduled during the next Work Session. Administrator Wickham replied staff will plan on Heart Safe training during the next Work Session.

Mayor Rolf noted he would like to begin discussions around selling the land in The Ponds. Administrator Wickham replied he would have an update during the next meeting, noting he had reached out to a relator to see what vacate land is selling for.

Mayor Rolf stated West Oak Grove Cemetery has approached the City to see if they would be interested in taking it over.

Administrator Wickham noted the City Attorney would be available during the next City Council meeting to discuss the legislative changes relating to cannabis.

The next Regular Meeting is scheduled for Monday, June 26, 2023, at 6:00 p.m.

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16. ADJOURNMENT

MOTION MADE BY COUNCIL MEMBER WEST, SECOND BY COUNCIL MEMBER BRAY JOHNSON TO ADJOURN. Motion carried 5-0. The meeting was adjourned at 8:06 p.m.

Respectfully submitted,
Loren Wickham, Administrator