

**- MINUTES -**  
**CHASKA CITY COUNCIL**  
**August 19, 2019**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7 pm.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Councilmembers Hatfield, Hubbard, Huang, Grau, and Mayor Windschitl. Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; Marshall Grange, Parks & Recreation Director; Administrative Service Director Graczyk; Kelly Grinnell, Finance Manager; and Matt Podhradsky, City Administrator.

4. Adopt the Agenda

Motion by Councilmember Huang, second by Councilmember Hatfield to adopt the agenda as presented.

Motion carried.

5. Visitor Presentation

Marty America, 3680 Hedge Hill Road, noted there are a few homes in his neighborhood that still do not have City sewer or water and inquired why that was.

City Administrator Podhradsky provided further detail into the plan for City water and sewer in that area.

Mayor Windschitl requested more information regarding the gazebo in City Park.

City Administrator Podhradsky provided an update and schedule for repairs.

Mayor Windschitl read a letter from the head of Chaska Baseball Craig Bowman thanking the City for their support and upkeep of the field.

6. Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the July 15, 2019 and August 5, 2019 City Council meetings.

Motion carried.

7. Consent Agenda

Councilmember Grau referred to Item 7C and asked if there are any repercussions if the policy in Section B Item 3 is not followed, or if the policy is more of a guideline.

City Administrator Podhradsky gave further clarity regarding the policy.

Mayor Windschitl stated that the use of the word "substantial" in number 2 regarding donation for naming a park might be too loose of a term and suggested using a fixed percentage.

Parks & Recreation Director Grange provided more information into the discussions the Park Board had regarding what a substantial donation would be.

Councilmember Huang inquired what legal risk there is with this being policy and not ordinance as far as having donation precedents set.

City Administrator Podhradsky spoke in more detail regarding this potential and suggested adopting the policy with recommendation that the Park Board have further discussions regarding suggested donation amounts.

Motion by Councilmember Hatfield, second by Councilmember Grau to approve the Consent Agenda Items A through D, with recommended Park Board discussions on Item 7C:

- A. Establish a Public Hearing to Consider Approval of the Proposed 2020 Operating Plan and Budget and Imposition of Service Charges for the Chaska Downtown Special Services District (SSD).  
Motion to set the public hearing for October 7, 2019, to review and approve the proposed SSD 2020 operating plan, budget, and service charges and direct staff to give notice of the public hearing.
- B. Adopt Resolution 2019-95, Authorization of MCES I & I Grant Participation  
Motion to adopt Resolution No. 2019-95 adopting the participation in the 2017 – 2019 MCES I & I Grant Program.
- C. Adopt Chaska Parks and Recreation proposed Chaska Park Naming Policy  
Motion to adopt Chaska Parks and Recreation proposed Chaska Park Naming Policy.
- D. Approve Massage Therapy Registration for Leslie Byrant  
Motion to approve Massage Therapy Registration No. MTR-19-09 to allow Leslie Bryant to practice Therapeutic Massage out of her home at 1902 Shamrock Place, Chaska.

Motion carried.

## 8. Action Items

### 8.A. Adopt Resolution 2019-96, Approving the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle/R J Ryan/PC #2019-16

City Administrator Podhradsky introduced the item to the Council.

City Planner Hanson presented the item to the Council.

Carla Matheson, CEO for American Flexible Products, provided further detail regarding the building plan.

Councilmember Huang inquired about fire access to the north end.

City Planner Hanson explained the fire access plan at that location.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution No. 2019-96 approving the Final Site & Building Plan for American Flexible Products at 124 Peavey Circle (PC #2019-16). Motion carried.

8.B. Adopt Resolution 2019-97, Resolution Approving a Purchase Agreement and Approving and Authorizing the Execution of a Supplemental Compensation Agreement and Memorandum of Understanding for Property

City Administrator Podhradsky introduced the item to the Council.

Assistant Administrator Kabat presented the item to the Council.

City Administrator Podhradsky provided further comment regarding the details of the requirement to build the road and limitations to build on the site.

The Council and Staff discussed the intricacies of the legal requirements and best use of City dollars.

Motion by Councilmember Huang, second by Councilmember Grau to table the item to a future date. Motion carried.

8.C. Annual 2018 Financial Reports

City Administrator Podhradsky introduced the item to the Council.

Administrative Service Director Graczyk presented the 2018 Financial Reports.

Bill Lauer and Jackie Huegel, MMKR & Co., P.A., summarized MMKR's role with and results of the audit.

Administrative Service Director Graczyk finalized his presentation to the Council.

Motion by Councilmember Hubbard, second by Councilmember Huang to accept City of Chaska 2018 Comprehensive Annual Financial Reports and Chaska Fire Department Relief Association 2018 Annual Financial Reports. Motion carried.

9. Bills

9.A. ACCOUNTS PAYABLE COUNCIL ROSTER 8-19-19

Councilmember Huang requested further information regarding bills on pages 10, 12, 17, and 20-29.

Staff provided clarification regarding those bills.

Motion by Councilmember Huang, second by Councilmember Hatfield to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Huang, Grau and Mayor Windschitl. Voting nay: None  
Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i Administrator's Bi-Weekly Report 8/19/2019

10.B. Receive the July 8<sup>th</sup> Park & Recreation Board Meeting Minutes

Councilmember Hatfield:

- Noted the HWY 10 Corridor Study open house is from 5-7 pm on Wednesday at the Community Center.
- Commented the new park viewing option on the Park Board webpage is fantastic.
- Commented that the elimination of park fees for Carver County is exciting.
- Noted the Chaska baseball team is doing great.

Councilmember Hubbard:

- Stated there were several great get-togethers for the Night to Unite event and thanked the Police and Fire Departments for their attendance at various locations.
- Commented that Touch-a-Truck was a great event as well.
- Noted she will be attending the Lower Minnesota Watershed District boat tour.

Councilmember Huang:

- Updated the Council on having Neighborhood Watch meetings.
- Encouraged folks to attend the HWY 10 Corridor Study open house.
- Noted the Farmer's Market is having a solid turnout each week.
- Reminded folks the Chaska History Center's WWI and WWII event is still going on until November 15, 2019.
- Requested more information regarding a food event slated for October 22, 2019. City Administrator Podhradsky and Assistant Administrator Kabat gave more detail regarding the concept of the event.
- Inquired if there are any updates regarding the intersection by Pioneer Trail by Kwik Trip that is under Carver County jurisdiction. City Administrator Podhradsky provided a brief update of the likely plan for that location.
- Asked if there were any updates regarding funding for the utility work on Lineman by HWY 41. City Administrator Podhradsky gave an update regarding the schedule for that utility work.
- Inquired of the timeframe for the 212/44 interchange finishing up. City Administrator stated that phase should be done in mid-November.
- Asked if there is still a police blotter that reports activity for the week. City Administrator Podhradsky stated it's been switched over to Facebook.

Councilmember Grau:

- Also reiterated how great an event Touch-a-Truck was.
- Noted the communication about the water shut down was excellent.

City Administrator Podhradsky:

- Informed the Council of the dates for the September work sessions.

Mayor Windschitl:

- Noted the Fire Department open house is September 9, 2019 from 5-8pm.
- Noted there will not be a meeting on Labor Day.
- Noted the City Retreat is the 19<sup>th</sup> and 20<sup>th</sup>.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 9:29 pm.

Motion carried.