

- MINUTES -
CHASKA CITY COUNCIL
AUGUST 6, 2018

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 Schulz, Boe, Rohe, Geisler, and Mayor Windschitl.
Absent: None.

Also Present: Kevin Ringwald, Community Development Director; Liz Hanson, City Planner; Luke Melchert, City Attorney; Nate Kabat, Assistant Administrator; Noel Graczyk, Administrative Services Director; Jay Tobin, Finance Manager and Matt Clark, City Engineer.

4. Adopt the Agenda

Motion by Councilmember Geisler, second by Councilmember Boe to adopt the agenda as presented.

Councilmember Boe inquired why the Agenda is marked as revised.

Mayor Windschitl replied that the numbers for the Formacoat bid were added after the Agenda was published.

Motion carried.

5. Visitor

None.

6. Minutes

Previous meeting minutes were not presented for approval.

7. Consent Agenda

Councilmember Schulz referred to Item B and noted that it is the volunteers who make these commissions happen and thanked Ellen Bean for taking on this role. The Council all agreed she will be an excellent addition to the Human Rights Commission.

Motion by Councilmember Schulz, second by Councilmember Boe to approve the Consent Agenda Items A through E:

- A. Adopt Resolution No. 2018-107 Approving Site Assessment Agreement for Chaska Creek Way Street and Utility Expansion Project at Chaska Creek Center

Motion to Adopt Resolution No. 2018-107 Approving and Authorizing Staff to fully execute the Site Assessment Agreement related to the Chaska Creek Way Street and Utility Extension Project.

B. Human Rights Commission Appointment

Motion to appoint Ellen Bean to the Alternate 2 position on the Human Rights Commission for the term August 6, 2018 to December 31, 2020.

C. Adopt Resolution No. 2018-108 Award Bid for West Creek Substation Bus 2 Construction

Motion to adopt Resolution No. 2018-108 to award the bid for the West Creek Substation Bus 2 construction to M.J. Electric for the amount of \$694,061.00.

D. Minnesota Municipal Utilities Association MMUA Delegate Appointment

Motion to appoint Toby Saxon as the primary delegate for MMUA and Andrew Romine and Jack Worm as alternates.

E. Adopt Resolution No. 2018-109 Awarding Bid for the Formacoat Site Demolition Project

Motion to adopt Resolution No. 2018-109 Awarding the Bid for the Formacoat Site Demolition Project to DRC Inc. in the low bid amount of \$139,000.

Councilmember Schulz inquired if the bids on the Formacoat site came in as expected.

Assistant Administrator Kabat replied that the initial low bid was readjusted to better accommodate the project, and went up from the original bid but was still the low bid overall. He stated the bid is below the City's projected cost so the City is in a good position with that project.

Mayor Windschitl looked to clarify that the City is confident everything is in the bid that should be and they wouldn't get a lot of add-on.

City Engineer Clark indicated this was so.

Mayor Windschitl inquired if the contractor knows the project is on a tight timeline and that the whole site will be done.

Assistant Administrator Kabat stated that they did and that the whole site will be cleared. He explained they will put priority on the Formacoat side getting cleared first so they can get moving on their project.

Motion carried.

8. Action Items

8.A. Financial Reports 2017

Administrative Services Director Graczyk presented the City of Chaska 2017 Comprehensive Annual Financial Reports (CAFR) and the Fire Relief Reports to the Council.

Bill Lauer with Malloy, Montague, Karnowski, Radosevich & Co (MMKR) reviewed the role of the auditor and presented the findings from their audit reports.

Mayor Windschitl commented that as they have gone through this previously, a lot of the Council's questions have been answered.

Administrative Services Director Graczyk highlighted the details of the Certificate of Achievement for Excellence in Financial Reporting program contained within the CAFR.

Councilmember Geisler commented that they remain in good shape and have healthy funds.

Administrative Services Director Graczyk agreed that the City is continuing in healthy financial positions and stated that this report becomes the baseline for looking at funding needs going into the 2019 budget. He mentioned that the City continues to issue debt, has a strong bond rating and received a clean opinion from MMKR.

Councilmember Geisler commented that an AA rating saves a lot of money.

Administrative Services Director Graczyk agreed. He also acknowledged the work that Jay Tobin, Lisa Nelson, and Aaron Sharpie have done for the financial reports, and thanked the rest of the Finance Staff and all the City Staff for the team effort necessary for supporting them in the financial reporting process.

Councilmember Schulz commented that they were clear reports and that it is evident there is a well-functioning team with the financial side of things and without that support, things would come to a screeching halt quickly. He said they did a great job with the finances and working the numbers and presenting these reports, which is proven by 28 years of receiving the Certificate of Achievement for Excellence in Financial Reporting and congratulated them for that award.

Mayor Windschitl referred to MMKR's report and noted that having a consistent year with no changes in staff has made the audit smoother and easier to do and tells you everyone is working together. He stated this is a long and tedious project and thanked everyone for their role in this report, and reiterated that the audit shows everything is good and the City is looking healthy.

Motion by Councilmember Boe, second by Councilmember Geisler to accept City of Chaska 2017 Comprehensive Annual Financial Reports and Chaska Fire Department Relief Association 2017 Annual Financial Reports. Motion carried.

9. Bills

9.A. AP Council Roster 8-6-18

Motion by Councilmember Rohe, second by Councilmember Schulz to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Schulz, Boe, Rohe, Geisler, and Mayor Windschitl. Voting nay: None
Motion carried.

10. Other Business

10.A. City Administrator's Report: Not available

Councilmember Boe:

- Reminded folks of Night to Unite tomorrow. Mayor Windschitl mentioned that there is more activity out and about because of this and thus drivers should use caution.
- Noted that tomorrow there is also the Art Space Open House at the Event Center downtown from 7-9pm, put on by the Art Consortium of Carver County. Assistant Administrator Kabat mentioned that there are a number of activities planned with this open house including performers and vendors. He also gave more details of what the Art Consortium does and stated that the open house is being held to see if there is a market in Chaska to support this type of project. Mayor Windschitl commented that this is partially driven via the Task Force that the City is using on the redevelopment of City Square West to look at different buildings around town that may to this group.

Councilmember Geisler:

- Noted Pasta Zola is still collecting school supplies for kids in need and the last collection day is Saturday, August 12.
- Reminded folks of the farmers market on Wednesday from 3-7pm on August 8th. Councilmember Boe commented that there are two farmers markets on Wednesday—one in the Government Center from 10am-1pm, and one in the afternoon at City Square Park. He also noted that there has been at least one food truck at the Courthouse every day.
- Mentioned that the Clayhole Concerts are winding down; there is one scheduled on August 8th and August 15th.
- Noted that Flags of Honor Car and Bike Show is planned for Saturday August 11th at City Square Park, and commented that if you want to register for it it's 9am-12pm, with the car show running from 10am-2pm. Mayor Windschitl mentioned that this event benefits the veterans that need any help and urged residents to please support the event.
- Informed the Council that Touch a Truck is at the Community Center on Thursday, August 16 at 5pm.
- Mentioned she viewed a television show called TKO that had Chaska residents on it.

Assistant Administrator Kabat:

- Reminded the Council of the Work Session on August 20th from 5:30-7pm.
- Informed the Council that there are two proposals submitted to the City for projects to be done on the remainder of the site where Formacoat is building. Councilmember Schulz inquired how the City determines which to pick. Assistant Administrator Kabat explained they will look at which match the goals the City has for that site, how quickly the projects could be actuated on, how feasible do they feel they are, what are the number of jobs to be created and the wages those would produce, and the scale of the facility being proposed. He stated Staff hopes to have determinations and more information to share by the next Council Meeting. The Council shared their pleasure that this site is seeing so much attention after sitting for so long.
- Councilmember Geisler asked Assistant Administrator Kabat how Veteran's Park is coming along. He explained the project is continuing to move and they are having

progress there with some structures are coming up, with real visible progress on the shelter. Mayor Windschitl described some of the progress he saw there. Councilmember Rohe inquired if there was to be a September dedication date. Mayor Windschitl stated that the VFW would really like to do something, but the word from Public Works Director Jung is that Veteran's Day may be a better time as they are further behind than anticipated. He opined that it would be nice to have everything done, down to the grass, prior to having the dedication, even if it meant not dedicating it until next year on Memorial Day or something.

Mayor Windschitl:

- Noted that City Square West Task Force meets August 15th.
- Mentioned the Chaska VFW baseball team will be going to the State for the first time.
- Gave an update on the Chaska Cubs game and stated they will be going to State.
- Noted that there are City elections this year, and that there are a number of positions open and that the filing period opened last Tuesday and runs through Tuesday, August 14th.
- Encouraged residents to get out and vote at the Primary Election on August 14th as there are a lot of important positions coming out of there.

11. Adjourn

Motion by Councilmember Geisler, second by Councilmember Schulz to adjourn the meeting at 8:02 pm.

Motion carried.