

- MINUTES -
CHASKA CITY COUNCIL
JANUARY 9, 2023

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Windschitl and Councilmembers Grau, Hatfield, Hubbard, and Huang.

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Noel Graczyk, Administrative Services Director; Kevin Wright, Communication Director; Elise Durbin, Assistant Administrator; Marshall Grange, Parks and Recreation Director; Nate Kabat, Community Development Director; Liz Hanson, City Planner; Jake Sauflley, City Attorney; Matt Haefner, Water and Sewer Director; and Matt Clark, City Engineer.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Oath of Office

City Attorney Luke Melchert administered the Oath of Office to Councilmember Grau, Councilmember Hatfield, and Mayor Windschitl.

Motion by Councilmember Huang, second by Councilmember Hubbard to enter into a recess at 7:07 p.m.

Motion carried.

Motion by Councilmember Hubbard, second by Councilmember Grau to come out of recess at 7:20 p.m.

Motion carried.

6. Approve Previous Meeting Minutes

6.A. Approve the December 19, 2022 City Council Meeting Minutes

Motion by Councilmember Hatfield, second by Councilmember Hubbard to approve the minutes of the December 19, 2022 City Council meeting.

Motion carried.

7. CLOSED SESSION 7:05 PM – 7:45 PM

Motion by Councilmember Grau, second by Councilmember Huang, to enter into Closed Session at 7:22 p.m.
Motion carried.

8. OPEN SESSION

Motion by Councilmember Hatfield, second by Councilmember Hubbard to come out of the Closed Session at 8:29 p.m.
Motion carried.

9. Consent Agenda

Mayor Windschitl asked if there are any concerns with the Alternate Urban Areawide Review (AUAR), referring to Consent Agenda Item M. Resolution 2023-5 approving the final Alternate Urban Areawide Review (AUAR) for the Kelzer Property.

City Administrator Matt Podhradsky explained an AUAR is necessary for developments as large as the Kelzer Property. The comments were minor and required an archaeological review. There is also an administrative process required regarding the green space to be submitted to the Metropolitan Council. The March City Council meeting will include another visit by the developer, and the developer will be completing another neighborhood meeting prior to the City Council meeting. He added the City has a lot of attractive qualities for a large data center.

Motion by Councilmember Grau, second by Councilmember Hatfield to approve the Consent Agenda Items A through M:

A. Appointment of Acting Mayor (Mayor Pro Tem)

Motion to appoint Council Member Mike Huang as Acting Mayor for the City of Chaska for calendar year 2023.

B. Adopt Resolution No. 2023-1 Approving a Safe Routes to School (SRTS) Planning Assistance Application

Motion to adopt resolution 2023-1 approving the Safe Routes to School (SRTS) Planning Assistance Application.

C. 2023 Pay Classification Plan

Motion to approve the 2023 Pay Classification Plan and 2023 Salary Adjustment Chart.

D. Appointment of Official Newspaper

Motion to appoint the "Chaska Herald" as the official newspaper of the City of Chaska for 2023.

E. Appointment of City Attorney

Motion to appoint the law firm Melchert, Hubert, Sjodin, as the Chaska City Attorney for 2023.

F. Adopt Resolution No. 2023-3 Approving the TH41/CSAH61 Signal Maintenance Agreement with MnDot

Motion to Adopt Resolution No. 2023-2, approving the Traffic Control Signal Maintenance Agreement with the State of Minnesota Department of Transportation, and Carver County for the Downtown Chaska TH 41/CSAH 61 Improvement Project.

G. Accept Tracy Kamen Resignation as Commissioner on the Human Rights Commission

Motion to accept the resignation of Tracy Kamen from the Chaska Human Rights Commission and open the seat to applications.

H. Approval of Off-Sale Intoxicating Liquor License for Dolce Vita Wine Shop

Motion to approve an Off-Sale Intoxicating Liquor License for Sean Hayden of Hayden Investment Group, DBA Dolce Vita Wine Shop, located at 311 Chaska Blvd., Chaska contingent of payment for prorated fee.

- I. Appointment of City Trustees to the Chaska Fire Department Relief Association Board for 2023

Motion to appoint Taylor Hubbard as a required elected-official Trustee and Noel Graczyk as a City Trustee to the Chaska Fire Department Relief Association Board for 2023.

- J. Designate City Depositories and Investment Institutions for 2023

Motion to designate the following depositories and financial institutions.

Depositories: Bank Vista; Center National Bank; Nicolet National Bank; Old National Bank; Security Bank; USBank; Wells Fargo Bank; Wings Financial Credit Union

Financial Institutions: Computershare Corporate Trust; League of Minnesota Cities and PMA Financial Network (4M Fund); Northland Securities, Inc; Oppenheimer & Co, Inc; Pipe Sandler Companies; Public Financial Management (PFM); RBC Capital Markets, Inc; USBank Investment Services, Inc.

- K. Adopt Resolution 2023-5 Authorizing Account Signers and Electronic Funds Transfer

Motion to adopt Resolution 2023-54 authorizing account signers and electronic funds transfer.

- L. Policies and Procedures for Federal Awards Administration

Motion to reestablish the micro-purchase limit of \$25,000 for Federal Awards Administration.

- M. Resolution 2023-5 approving the final Alternate Urban Areawide Review (AUAR) for the Kelzer Property

Motion to adopt Resolution 2023-6, approving the final Alternative Urban Areawide Review (AUAR) for the Kelzer Property (PC #2022-52).

Motion carried.

10. Action Items

10.A. Adopt Resolution 2023-3 Approving a Development Agreement with Lariat Companies, Inc. for the Chaska Building Center Redevelopment Project

City Administrator Podhradsky introduced the item to the Council and Assistant City Administrator Elise Durbin provided a presentation on it.

Mayor Windschitl stated the project would serve the community well. He asked if the site clean-up has been completed. Mr. Podhradsky confirmed it was completed.

Motion by Councilmember Huang, second by Councilmember Hubbard to adopt Resolution 2023-3 approving a Development Agreement with Lariat Companies, Inc. and the Chaska EDA for the Chaska Building Center redevelopment project.

Motion carried.

10.B. Council Committee Assignments

City Administrator Podhradsky introduced the item to the Council and provided a presentation on it.

Councilmember Huang suggested Councilmember Hatfield be considered an Alternate rather than a Secondary for the Suburban Transit Association.

Councilmember Grau noted he has had difficulty attending the Community Education Board due to the meeting times, but he continues to read the meeting notes. Councilmember Huang asked who the Chair of the Community Education Board is. Councilmember Grau stated the Chair is the Community Education Director.

Motion by Councilmember Hubbard, second by Councilmember Grau to appoint the following Council Members to the following Committees:

- Downtown Business Alliance: Councilmember Hatfield
- Community Education Board: Councilmember Grau
- Carver County Elected Leaders Group: Councilmember Hubbard
- Carver County Mental Health Task Force: Councilmember Hubbard
- Chaska Community Center Master Planning Task Force: Councilmembers Hubbard and Grau
- Southwest Transit: Councilmembers Huang and Hatfield
- Suburban Transit Association:
 - Councilmember Huang as Primary
 - Councilmember Hatfield as Alternate

Motion carried.

11. Bills

9.A. Accounts Payable Claims Roster 9-1-2023

The Council requested further information about bills on pages 1 and (Hazeltime Gates),

City Administrator Podhradsky provided further information 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.

12. Other Business

12.A. City Administrator's Report

12.A.i. Bi-Weekly Report 1-9-2023

Councilmember Hatfield:

- Noted the Martin Luther King Jr. Breakfast event would be held at 8:00 a.m.
- Stated Coffee with a Cop will be January 20 at 9:00 a.m. at Caribou.
- Added the Food Distribution is on January 26, 2023 at noon.

Councilmember Grau:

- Pointed out Staff has done a great job and completed a lot of work with the recent snow removal efforts.
- Noted, in light of the Demar Hamlin incident, there should be AEDs at the Chaska baseball fields as the injury is most common in baseball.

Councilmember Hubbard:

- Thanked the Public Safety Department for their efforts during the recent snowstorm.

- Stated Chaska has a Community of Belonging chapter, and they are partnering with the YMCA to host community discussions regarding culture and inclusivity. The first session is January 24, 2023. The sessions are virtual.
- Added there is a Fishing Contest February 4, 2023 at 1:00 p.m. at Fireman's Park.

Councilmember Huang:

- Pointed out the Oscar Meyer Weiner-mobile was in town January 8, 2023.
- Stated the Chaska Pond Hockey Tournament is scheduled for January 28, 2023, but the ice may be too thin.
- Noted he has received questions from a constituent regarding the Fire Department's Fishing Contest. The constituent asked why the taxes don't cover the needs of the Fire Department. However, the Fishing Contest is hosted by the Relief Association and the funds enhance the offered services such as scholarships and Chaska Fire Teddy Bears.
- Pointed out there is a recap document from the High School online from the principal.
- Thanked the Public Safety Department and the Public Works Department for their efforts during the recent snowstorm.

City Administrator Matt Podhradsky:

- Noted the next two meetings for the City Council are January 23, 2023 and January 30, 2023.
- Congratulated his son and their team for going to the finals in Boulder, Colorado for curling.

Mayor Windschitl:

- Stated the Santa Parade went well.
- Thanked the Public Works Department for their excellent efforts during the recent snowstorm.
- Pointed out there will be ice sculptures in February.
- Added he would be absent from the City Council meeting on January 23, 2023.

13. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Hubbard to adjourn the meeting at 9:28 p.m.

Motion carried.