

- MINUTES -
CHASKA CITY COUNCIL
MARCH 20, 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; Kevin Wright, Communication Director; Elise Durbin, Assistant Administrator; Jake Saufley, City Attorney.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Highway 41 Update

Assistant Administrator Elise Durbin provided an update on outreach regarding Highway 41.

Councilmember Huang pointed out there are a lot of construction projects going on in the City this summer. He clarified that there are various community meetings for the projects, but each meeting is regarding a different project area.

Ms. Durbin stated staff has considered the issue of confusion regarding carious projects, and they are working on creating a website with more specifics on each project.

Mayor Windschitl added he just finished an interview with the *Neighbors of Chaska* magazine where he mentioned the various construction projects going on. He will submit a similar set of comments to the *Herald* as well.

Councilmember Grau asked if there is a plan to prepare other roads for the extra traffic due to construction detours. City Administrator Podhradsky stated the construction will only make Pine Street worse and will likely be part of the next round of street reconstruction.

City Administrator Podhradsky noted Assistant Administrator Elise Durbin has done an outstanding job with community engagement. Councilmember Hubbard noted her agreement with City Administrator Podhradsky.

Councilmember Hubbard added construction projects have a serious impact on small businesses and thanked the business community for sticking it out. City Administrator Podhradsky stated Staff will continue to encourage community members to visit the small businesses as there will always be access options.

Councilmember Huang agreed Assistant Administrator Elise Durbin has been working really hard to communicate and engage with community members and businesses. Mayor Windschitl noted his agreement.

6. Approve Previous Meeting Minutes

6.A. Approve the March 6, 2023 City Council Meeting Minutes

Motion by Councilmember Grau, second by Councilmember Hubbard to approve the minutes of the March 6, 2023 City Council meeting.

Motion carried.

7. Consent Agenda

Councilmember Grau asked where the funds from the police auction end up. City Administrator Podhradsky explained the funds support police programming.

Mayor Windschitl pointed out the Council did a review of City Administrator Podhradsky's performance during a closed session. The Council is very happy with the City Administrator's work, and the review went very well. Councilmember Grau added the Council is very happy to have City Administrator Podhradsky on board.

City Administrator Podhradsky thanked the Council for the opportunity to work for such a great City.

Motion by Councilmember Huang, second by Councilmember Hubbard to approve the Consent Agenda Items A through I:

A. Adopt Ordinance 1032 to Amend Chapter 10, Article 10.20, Sections 10, 30, 40, 50 and 120 of the Chaska Code of Ordinances

Motion to adopt Ordinance 2023-1032 amending Chapter 10, Article 20, Section 10, 30, 40, 50 and, 120 of the Chaska Municipal Code of Ordinances changing permits from an annual one (1) year permit to a three (3) year permit for \$90.

B. Police Auction

Motion to approve the auction/sale of items by the Chaska Police Department.

C. City Administrator Annual Review

Motion to approve administrator goals for 2023 and adjust the City Administrator's annual salary with a 4.195% performance increase retroactive to January 1, 2023.

D. Municipal Tort Liability Limits

Motion to direct the City Administrator to inform the League of Minnesota Cities Insurance Trust that the City of Chaska elects not to waive the monetary limits on municipal tort liability established by Minnesota Statute.

E. Adopt Resolution No. 2023-23 Authorization of MCES I & I Grant Participation

Motion to adopt Resolution No. 2023-23 adopting the participation in the 2021 - 2022 MCES I & I Grant Program.

F. Appointment of the Human Rights Commission Chair and Vice Chair
Motion to appoint Sarah Carlson to serve as Chairperson of the Human Rights Commission and appoint Martin Hubbard to serve as Vice-Chairperson of the Human Rights Commission for the calendar year 2023.

G. First Amendment to Water Tower Antennae Agreement
City Council approved the First Amendment to the Water Tower Antennae Agreement with Sprint Spectrum Realty Company LLC and authorize the Mayor and City Administrator to execute the Amendment.

H. Adopt Resolution 2023-24 Supporting a Grant Application to the Minnesota Department of Natural Resources
Adopt Resolution 2023-24 supporting a grant application to the Minnesota Department of Natural Resource's Outdoor Recreation Grant Program.

I. Audit Engagement Letter for 2022 Audit and Federal Single Audit
Motion to approve the 2022 Audit Engagement Letter with MMKR dated March 3, 2023, and authorize the Mayor and City Administrator to sign the Audit Engagement Letter.
Motion carried.

8. Action Items

9. Bills

9.A. Accounts Payable Claims Roster 20-3-2023

The Council requested further information about bills on pages 4, 7, and 23.

City Administrator Podhradsky provided further information regarding those bills.

Motion by Councilmember Huang, second by Councilmember Grau 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. Bi-Weekly Report 6-3-2023

Mayor Windschitl asked for a summary on land trusts. City Administrator Podhradsky explained land trusts in Chaska were originally set up as an affordable housing fund. The land trust creates a nonprofit that owns the land while another person or entity owns the building on the land. There are still taxes owed by the building owner. The City puts tax dollars into the purchase and makes sure the agreement benefits the City in the long-run.

Councilmember Grau:

- Noted his appreciation for the article in the *Herald* regarding grocery stores and the need for grocery stores in certain areas.

Councilmember Huang:

- Stated March 23, 2023 4:00-7:00 p.m. at the Community Center, there is a meeting with a project update for the Highway 41 project.
- Asked if the City is still taking applications for homes that need work. City Administrator Podhradsky stated the applications are closed. Staff has several applications to review.
- Asked if the Council needs to consider adding any streets to upcoming reconstruction projects due to the harsh winter. City Administrator Podhradsky stated Staff will be busier, but there shouldn't be a budgetary impact.

Councilmember Hubbard:

- Noted the upcoming open house mentioned by Councilmember Huang includes presentations at 4:30 p.m. and 6:00 p.m.
- Pointed out there is an upcoming Coffee with a Cop, and there is more information from a Chaska postcard that detailed several upcoming community events. The postcard was very informative.

Councilmember Hatfield:

- Stated Coffee with a Cop will be Thursday, March 23 at Red Bench at 9:00 a.m.
- Explained the City Council had a recent retreat over two full days regarding strategies for the City and building community.

Assistant Administrator Elise Durbin:

- Pointed out the Human Rights Commission is still taking nominations for outstanding women in the community in honor of Women's History Month. It will be a social media campaign.

City Administrator Podhradsky:

- Thanked the Council for the time and energy spent on the retreat. He noted Staff is considering making a presentation reflecting the discussions from the retreat.
- Added he will not be present at the next Council meeting.

Mayor Windschitl:

- Pointed out City Square Park will be under construction in 2023. City Administrator Podhradsky noted there are challenges with the historic nature of the park, but Staff will provide a presentation to Council with more details. There are also restrictions with designations around the burial mounds. Staff sets up temporary roping during special events to protect the mounds from visitors and large crowds.
- Stated the upcoming City Council meetings are back on the regular scheduled.
- Wished everyone a happy first day of Spring.
- Asked if Cardinal Street is on an upcoming street reconstruction. City Administrator Podhradsky stated that might have been part of the development agreement in the area.
- Congratulated Chaska Girls' Basketball on a wonderful season.

10.B. Approved HRC Meeting Minutes 26-1-2023

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Grau to adjourn the meeting at 8:25 p.m.

Motion carried.