

- MINUTES -
CHASKA CITY COUNCIL
JULY 17, 2023

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7:15 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; Christophe Morschen, City Attorney; Lisa Nelson, Controller; Matt Burt, Accountant.

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. Southwest Transit – Erik Hansen Chief Executive Officer

Southwest Transit Chief Executive Officer Erik Hansen noted his appreciation of the local cities working together to support Southwest Transit. He explained COVID-19 had an impact on transit, but Southwest Transit has seen increases since 2022, though not to pre-pandemic levels. He pointed out the best way to get in touch with him is by cell phone, and he provided business cards to Council and Staff. Mr. Hansen offered to answer any questions.

Mayor Windschitl asked for an update on electric busses. Mr. Hansen stated Southwest Transit received a grant for a couple of electric busses. The issue is infrastructure such as charging stations and retrofitting the building. Ultimately, it will be a number of years before a complete transition.

5.B. River City Days Book Sale – Libby Fairchild

Libby Fairchild, stated the River City Days Book Sale will be on the Plaza instead of Lion's Park. There will be hours set on Thursday through Sunday of the event. Ms. Fairchild noted they are in massive need of volunteers. Councilmember Hubbard stated volunteering at the event is quite fun.

Ms. Fairchild added the Beyond the Yellow Ribbon Golf Tournament is coming up, but she will be back in a few weeks with more information.

5.C. Annual State of the Library Report – Jodi Edstrom Interim Library Director / Chaska Branch Manager

City Administrator Matt Podhradsky noted his appreciation of the partnership between the library and the City and the leadership of Ms. Edstrom. He congratulated Ms. Edstrom on her appointment to Library Director and stated he looks forward to working with her on the building of the new library.

Library Director and Chaska Branch Manager Jodi Edstrom stated the library was finally over one million checkouts in 2022 following the pandemic. There has been a return to in-person programming, and there has been a huge jump in eBook and eAudio checkouts. Carver County Library received a large donation that has allowed for internal grants, thanks to Charles Dahlke. There is a new Intergenerational Services Team and a new five-year Strategic Plan. Ms. Edstrom showed a list of library promises that were developed as part of the strategic planning process.

Ms. Edstrom showed a pie chart of circulation statistics. 62 percent of the circulation is in child print, which shows the prominence of families using the library. The library has been working on making the facilities welcome to all. New initiatives include a spice kit to coordinate with the adult winter reading program and a seed library, both of which are meant to promote community and diversity.

Ms. Edstrom noted the teen volunteer program has restarted since COVID-19, and there are teen book clubs planned for the summer. There is a summer reading program that is hosted in local parks. Other kids' programming includes reading to dogs or other animals, squad car story times, and open houses on Wednesdays with learning activities. Ms. Edstrom pointed out the library partnered with the Chaska Human Rights Commission to provide more diversity and equity in the book offerings.

Ms. Edstrom thanked the City for their ongoing partnership with the library. The Council thanked Ms. Edstrom for the presentation and her work in Chaska,.

6. Approve Previous Meeting Minutes

6.A. Approve the June 26, 2023 City Council Meeting Minutes

Motion by Councilmember Hubbard, second by Councilmember Huang to approve the minutes of the June 26, 2023 City Council meeting.

Motion carried.

7. Consent Agenda

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

A. On-Sale Liquor at a Community Event – Patron's

Motion to approve On-Sale Intoxicating License at a Community Event, Lic# OSCF23.01, for Patron's Mexican Bar & Grill, 207 N. Chestnut St #110, Chaska MN for Chaska's Latin Music & Food Festival, effective September 22nd, 2023.

B. On-Sale Liquor at a Community Event – La Hermosa

Motion to approve On-Sale Intoxicating License at a Community Event, Lic# OSCF23.02, for La Hermoas Mexican Restaurant, 222 N. Chestnut St, Chaska MN for Chaska's Latin Music & Food Festival, effective September 22nd, 2023.

C. Adopt Resolution No. 2023-60 Approving the Final Site & Building Plan for Crown Extrusions (4035 Norex Drive)/Greystone Construction/PC #2023-17

Motion to adopt Resolution No. 2023-60 approving the Final Site & Building Plan for Crown Extrusions (4035 Norex Drive) (PC #2023-17).

Mayor Windschitl noted the Crown Extrusion building is moving very quickly.

Motion carried.

8. Action Items

8.A. 2022 Annual Financial Reports

City Administrator Podhradsky introduced the item to the Council and Jaclyn Huegel, CPA provided a presentation on it. Administrative Services Director Noel Graczyk also provided information.

Motion by Councilmember Huang, second by Councilmember Grau to accept the City of Chaska 2022 Annual Comprehensive Financial Report and associated audit reports and to also accept the Chaska Fire Department Relief Association 2022 Annual Financial Report and associated audit reports.

Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 17-7-2023

The Council requested further information about bills on pages 4, 15, and 16.

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

Councilmember Huang:

- Congratulated Kevin Gravalin on his retirement.
- Volunteered at Johnson Association Fun Run.
- Noted he attended a Farmer's Market in San Luis Obispo, California, which is a huge event. He stated it is a source of inspiration for Chaska.
- Pointed out River City Days is July 28-30, 2023. They are in need of more volunteers.
- Stated Night to Unite is Tuesday, August 1, 2023.
- Added the Community Center Master Plan Open House is in August.

- Asked if there are opportunities for Chaska to move around money to save money or have higher interest rates, citing success with similar efforts by Southwest Transit. City Administrator Podhradsky confirmed Baker Tilly is constantly looking for better investment strategies.

Councilmember Hubbard:

- Explained her son attended the Fire Safety Camp, and he really enjoyed it. She thanked the Staff that put on the event.

Councilmember Hatfield:

- Stated there is a splash pad and freeze pops event at the Fire Department on Tuesday, July 18, 2023.
- Noted Story with a Squad Car is Wednesday, July 19, 2023.
- Added Coffee with a Cop at Caribou, food distribution, and police picnic supper on Thursday, July 20, 2023.
- Encouraged community members to visit Downtown Chaska local businesses. There has been a lot of progress on the construction.

City Administrator Podhradsky:

- Thanked Staff for their work on the Fire and Ice Festival.
- Expressed his concern for the families of law enforcement and the Fargo community after the death of police officers.

Mayor Windschitl:

- Thanked Parks and Recreation Staff for their work cleaning up the Fourth of July event.
- Stated the fireworks shows were phenomenal, which cost about \$5,000 each night. Assistant Administrator Durbin added the Fire Department does a lot of work to set up the fireworks.
- Pointed out the next meeting is July 31, 2023.

10.B. 1st-Qtr 2023 Investment Report dated July 17th, 2023

11. Adjourn

Motion by Mayor Windschitl, second by Councilmember Grau to adjourn the meeting at 9:57 p.m.

Motion carried.