

- MINUTES -
CHASKA CITY COUNCIL
JANUARY 22, 2024

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, Community Engagement Manager; Elise Durbin, Assistant Administrator; Christophe Morschen, City Attorney; and Krista Mark, Communications Coordinator.

4. Adopt the Agenda

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

5. Visitor Presentation

5.A. Human Rights Commission Year in Review

Sarah Carlson, Chair of the Human Rights Commission, provided an overview of the efforts of the Commission throughout 2023. The Commission celebrated Women's History Month, held a Pride Picnic, partnered with community organizations for Driver's License for All effort, hosted a booth at River City Days, initiated African Cultural Night, held a booth at the Latin Music and Food Fest, received an award from Unidos MN the Driver's License for All efforts, and created community display to bring awareness to Dia de los Muertos.

Ms. Carlson shared a list of the 2024 Action Plan including engagement with community groups and members, advising staff and Council, continuing community engagement and education efforts, and continuing core efforts to create and promote monthly messages or opportunities to encourage community-building.

Councilmember Hatfield thanked Ms. Carlson for the Commission's efforts and recognized the Commission's growth. Councilmember Huang agreed the Commission's work is valuable for the Chaska community.

Councilmember Grau thanked Ms. Carlson for the Commission's events and community outreach efforts. Councilmember Hubbard thanked Ms. Carlson for the presentation and shared her positive experiences with the Commission's events throughout the year.

Mayor Windschitl pointed out the immense growth in the Commission over the years and thanked Ms. Carlson for her leadership.

6. Approve Previous Meeting Minutes

6.A. Approve the January 8, 2024 City Council Meeting Minutes

Motion by Councilmember Hubbard, second by Councilmember Grau to approve the minutes of the January 8, 2024 City Council meeting.

Motion carried.

7. Consent Agenda

Mayor Windschitl asked if Consent Agenda Item 7.D. Adopt Resolution No 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program was for the Hwy 41 underpass area. City Administrator Matt Podhradsky stated Consent Agenda Item 7.D. Adopt Resolution No 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program was for the main trail at the bottom of the hill. He provided more information on the project in relation to 2025 trail construction plans.

Councilmember Hatfield noted the primary election is coming up March 5, 2024, and early voting has begun, referring to Consent Agenda Item 7.A. Adopt Resolution No 2024-5 Appointing Presidential Preference Primary Judges.

Councilmember Huang stated the previous version of the packet included five consent items. Mayor Windschitl explained one item regarding a Commission appointment was removed and will be brought back in the future.

Motion by Councilmember Hatfield, second by Councilmember Hubbard to approve the Consent Agenda Items A through D:

A. Adopt Resolution No 2024-5 Appointing Presidential Preference Primary Judges

Motion to adopt Resolution No. 2024-5 appointing those persons listed on Exhibit A as Election Judges for the Presidential Preference Primary, Tuesday, March 5, 2024.

B. Adopt Resolution No 2024-6 Accepting Gifts and Donations

Motion to adopt Resolution 2024-06 acknowledging and accepting gifts to the City of Chaska received during the period October 1, 2023 through December 31, 2023.

C. Adopt Resolution No. 2024-8 Bond Sale Reimbursement

Motion to adopt Resolution No 2024-8 relating to financing certain proposed projects and establishing compliance with reimbursement bond regulations under the Internal Revenue Code.

D. Adopt Resolution No 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program

Motion to adopt Resolution 2024-09 approving the Safe Routes to School (SRTS) Infrastructure Grant Program

Motion carried.

8. Action Items

8.A. Adopt Resolution 2024-7 Authorizing the Solicitation of Public Bids for the Public Safety Facility

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

Councilmember Huang asked what would be done with the time capsule at the current Fire Station. City Administrator Podhradsky stated the options are being discussed, but it is likely it will be reburied at the new facility.

Mayor Windschitl asked how many bid requests would be sent out. Drew Suggs, representative of RJM, stated anything over \$175,000 has to be its own bid. There will likely be around 32 bid packages.

City Administrator Podhradsky explained the benefits of the multiple bid process. The method is becoming more popular as it is cost-effective and allows for the best outcomes.

Councilmember Hatfield asked if the bids are just for the building efforts or office supplies such as desks. City Administrator Podhradsky stated anything that stays with the building is part of the bid process. One bid could be all of the plumbing while another could be all of the HVAC and so on.

Councilmember Hatfield asked if the market is good for receiving bids. Mr. Suggs confirmed it is a good time to release bids for contractors to fill up their schedules. There has been a good amount of interest in the project.

City Administrator Podhradsky pointed out RJM has been assisting Staff in estimating the various pieces of the project.

Mayor Windschitl asked if the City is eligible for public safety funding that is being discussed by the Governor. City Administrator Podhradsky noted Governor Walz has yet to define public safety and the funding opportunities.

Councilmember Huang asked what the variance is for the final budget. Mr. Suggs stated RJM is confident with the current estimate.

Motion by Councilmember Huang, second by Councilmember Grau to adopt Resolution No. 2024-7 authorizing the solicitation of public bids for the Public Safety Facility.
Motion carried.

9. Bills

9.A. Accounts Payable Claims Roster 1-22-2024

The Council requested further information about bills on pages 8, 11, 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

10.A.i. 2023 Building Official Year End Report

10.A.i. LMC Wellness Article

10.B. Financial Reports as of 11/30/23

Councilmember Hatfield:

- Thanked the Human Rights Commission for their recent event and thanked SOAR for their participation.
- Congratulated the community organizations that received the MLK Human Rights Awards. She read an excerpt that was read at the event.
- Noted the GTO program is looking for 2024 interns.

Councilmember Hubbard:

- Agreed the MLK Breakfast was well-done and thanked the community members and Staff that supported the event.
- Congratulated the community organizations that received the MLK Human Rights Awards.
- Stated the library is celebrating its 101st year on February 7, 2024.
- Attended a discussion on homelessness hosted by Beacon Interfaith Connection in Waconia. They talked about statistics, local programming, and the lack of affordable housing. She shared a few statistics with the Council and there was a discussion about funding.

Councilmember Huang:

- Stated Fireman's Fishing Contest is on February 3, 2024, but it will not take place on the ice.
- Pointed out Christmas in May is coming up.
- Expressed his excitement for The Loop's opening on May 5, 2024.
- Noted Taste of Chaska will be May 8, 2024.
- River City Days is scheduled for July 26 through July 28, 2024.
- Thanked the Human Rights Commission for their work throughout 2023.
- Congratulated the community organizations that received the MLK Human Rights Awards.
- Pointed out the Minnesota League of Cities has a great article about employee retention efforts. He congratulated Staff on their recognition in the article.
- Thanked Staff for preparing the ice rinks throughout Chaska.

Councilmember Grau:

- Asked if there is an application deadline for Christmas in May. City Administrator Podhradsky stated the application deadline is March 18, 2024.
- Noted the Chaska girls' basketball team beat Chanhassen recently and encouraged community members to enjoy the community atmosphere throughout local rivalries.

Assistant City Administrator Durbin:

- Stated Carver County Connect will be Wednesday, January 24, 2024 at the Chaska Event Center, which is an event that provides information on local service offerings. There is free transportation.
- Noted the City will be closing on the Ernst House Project within the week.

City Administrator Podhradsky:

- Reminded everyone there won't be a regular meeting on the fifth Monday of the month, but there will be a work session for the Council.
- Noted the City Administrator review is coming up in February.
- Agreed the Wellness Committee has done a great job with Staff retention. Also, the billing report is unprecedented in terms of community growth, and Staff has worked hard to handle the increased demand.

Mayor Windschitl:

- Pointed out the Minnesota League of Cities article about Staff retention features only photos of Chaska. He congratulated Staff for their efforts.
- Stated January 27, 2024 is the Boy Scouts' 50th Anniversary celebration.
- Encouraged community members to make use of the skating rinks before they melt.

11. Adjourn

Motion by Councilmember Hatfield, second by Councilmember Huang to adjourn the meeting at 8:36 p.m.

Motion carried.