

**REGULAR MEETING MINUTES  
OAKDALE CITY COUNCIL  
February 28, 2023**

**CALL TO ORDER**

A regular meeting of the City Council of the City of Oakdale was held on February 28, 2023, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Mayor Kevin Zabel at 7:02 PM.

**CALL OF ROLL**

On a call of roll, the following were present:

Mayor Kevin Zabel

Council Members: Jake Ingebrigtsen  
Andy Morcomb  
Susan Olson

Staff Present: Christina Volkers, City Administrator  
Sara Ludwig, City Clerk  
Jim Thomson, City Attorney  
Andrew Gitzlaff, Community Development Director  
Luke McClanahan, City Planner  
Nick Newton, Police Chief  
Lori Pulkrabek, Communications Manager  
Jim Romanik, Public Works Manager  
Kevin Wold, Fire Chief  
Jason Zimmerman, Finance Director

Others Present: Becca Lee, Oakdale Resident and Junior Girl Scout  
Marie Dickover, Chief Construction Officer at Norhart

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA**

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON, TO APPROVE THE AGENDA AS PRESENTED FOR THE MEETING OF FEBRUARY 28, 2023.**

**4 AYES**

**APPROVAL OF MINUTES: Workshop, February 14, 2023  
Regular Meeting, February 14, 2023**

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER MORCOMB TO APPROVE THE WORKSHOP MEETING MINUTES OF FEBRUARY 14, 2023.**

**4 AYES**

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 14, 2023.**

**4 AYES**

**PUBLIC HEARING:** 7:00 PM, or as soon afterwards as possible

**a) Vacating a Water Main Easement within Willowbrooke 8<sup>th</sup> Addition**

City Planner Luke McClanahan explained that Alliant Engineering is requesting to vacate a 20-foot wide water main easement in Willowbrooke Eighth Addition. The easement was a placeholder from 2016, and does not contain any water main infrastructure, therefore it is no longer needed.

Mr. McClanahan concluded that staff recommends that the City Council approve the vacation for the water main easement in Willowbrooke 8<sup>th</sup> Addition as the request complies with the provisions of Minnesota Statutes Section 412.851. Furthermore, the Resolution for the final plat of Willowbrooke 8<sup>th</sup> Addition states, as a condition of approval, that the developer must obtain approval for this vacation request.

Mayor Zabel opened the public hearing and welcomed comments from the audience. No comments were heard. Mayor Zabel closed the public hearing.

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO WAIVE READING AND ADOPT RESOLUTION 2023-24, APPROVING THE VACATION OF A WATER MAIN EASEMENT AS DESCRIBED IN DOCUMENT NO. 4069917, PER THE OFFICE OF THE COUNTY RECORDER, WASHINGTON COUNTY, MINNESOTA.**

**4 AYES**

**OPEN FORUM**

**a) Proclamation: Little Inspirations Child Care Day**

Mayor Zabel proclaimed February 18 as “Little Inspirations Child Care Day”, in recognition of their 10<sup>th</sup> anniversary.

Mayor Zabel invited comments from the audience.

Becca Lee – Member of Girl Scout Troop 57875, noted that she is selling cookies in Oakdale.

**CONSENSUS MOTIONS**

Mayor Zabel pulled consensus item a) for discussion.

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER MORCOMB, TO APPROVE CONSENSUS MOTIONS b-c:**

- b) Request that the City Council waive reading and adopt resolution 2023-26, approving the submittal of an Outdoor Recreation Grant Application to the DNR for up to \$350,000 for Commons Park construction.**

Request that the City Council waive reading and adopt resolution 2023-27, approving the submittal of a Grant Navigator Application to LMC for up to \$5,000 to prepare an application for the Outdoor Recreation Grant Application.

- c) Request that the City Council approve issuance of a Garden Center License for Cub Foods to operate a temporary Garden Center located at 7191 10th Street North, subject to the following conditions, which applicant has agreed to:
  - a. Adherence to the site plan and layout as submitted to the City.
  - b. License to be valid from April 20, 2023 to June 30, 2023.
  - c. Hours of operation be limited to 8:00 am to 8:00 pm daily.
  - d. All materials for the use must be removed promptly from the site following the selling season and no later than July 15, 2023.

4 AYES

**Consensus a) Request that the City Council authorize the Mayor and City Administrator to enter into the Cooperative Agreement between Washington County and the City of Oakdale for the Metro Gold Line Bus Rapid Transit Project, Bicycle and Pedestrian Improvements**

Mayor Zabel provided a brief overview of the details of the cooperative agreement between Washington County and the City of Oakdale for some trail and sidewalk improvements as part of the Gold Line BRT. He expressed his dissatisfaction and opposition to the request for City of Oakdale to provide funding for improvements that are proposed solely as part of the Gold Line BRT Project. He further explained that throughout his tenure his understanding has always been that the City of Oakdale (and its taxpayers) would not be responsible for funding associated with this project unless there was a strong desire for the improvements on the City's end. He concluded that, in his opinion, these trails are required by this project and were included in Washington County's Federal Transit Administration application, therefore there should not be a cost-share responsible to the City of Oakdale. He stated he will be voting 'no', but understands if the agreement moves forward.

**A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER INGEBRIGTSON, TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO THE COOPERATIVE AGREEMENT BETWEEN WASHINGTON COUNTY AND THE CITY OF OAKDALE FOR THE METRO GOLD LINE BUS RAPID TRANSIT PROJECT, BICYCLE AND PEDESTRIAN IMPROVEMENTS.**

3 AYES

1 NAY – ZABEL

**ADVISORY BOARDS AND COMMISSIONS**

Economic Development Commission (no meeting, Council Liaison Olson)

Environmental Management Commission (no meeting, Council Liaison Zabel)

Planning Commission (no meeting, Council Liaison Ingebrigtsen)

Parks and Recreation Commission (met on 2/21/23, Council Liaison Morcomb)

Council Member Morcomb reported that the Parks and Recreation Commission elected a new Chair – Steve Meyer. He thanked Paul Lockhart for his service as the Chair for the past year.

Additionally, there was a presentation from an Oakdale resident and our resident representative on the 3M settlement committee, Monica Stiglich, on the 3M Settlement.

Tree Board (no meeting, Council Liaison Zabel)

**AWARD OF BID**

None

**STAFF REPORTS**

**COMMUNITY DEVELOPMENT**

**a) Norhart Apartments Site Plan Amendment**

Mr. McClanahan addressed the Council by recapping the timeline of the previous Site Plan approvals and subsequent amendments that occurred in 2022. He laid out the specific Site Plan deviations as follows:

- Encroachments into the Right-of-Way for patios serving the coffee shop and restaurant, and for stairs and ramps.
- Removal of one tree on the southwest corner for the restaurant patio and to improve visibility of signage.
- Reduce parking by a total of six (6) underground spaces due to necessary mechanical equipment and access requirements.
- Additional signage for the apartment building and commercial tenants.
- Redesign of external amenities – mainly relocating the rooftop pool from the seventh floor to the third floor, due to structural constraints.

The Site Plan amendments and updated renderings were reviewed.

Mr. McClanahan concluded by summarizing the conditions set forth in the attached resolution and recommended the approval of the amended Site Plan for Norhart Apartments.

In response to Council Member Morcomb’s question about why the Site Plans have changed, Marie Dickover, Chief Construction Officer for Norhart, explained that the changes to design were based on a branding strategy from the internal marketing team.

In response to Mayor Zabel’s question about the proposed parking solution for this site, Mr. McClanahan stated there is language in the Development Agreement that ensures there will be adequate parking for this site and the adjacent site that is housing temporary parking for this development.

**A MOTION WAS MADE BY COUNCIL MEMBER MORCOMB, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO WAIVE READING AND ADOPT RESOLUTION 2023-29, APPROVING THE AMENDED SITE PLAN FOR NORHART APARTMENTS, WITH CONDITIONS INCLUDED IN THE ATTACHED RESOLUTION.**

**4 AYES**

**CITY ATTORNEY**

No report

## ADMINISTRATOR'S REPORT

### a) 2022 Fund Balance Designation and 2022-2023 Budget Amendments

City Administrator Chris Volkens summarized Governmental Accounting Standards Board (GASB) Pronouncement 54 which allows the City to commit some 2022 fund balances (“surplus”) for specific purposes and add these amounts to the 2023 budget. These actions require approval from the City Council.

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO WAIVE READING AND ADOPT RESOLUTION 2023-30, AMENDING THE 2022 AND 2023 BUDGETS FOR UNCOMPLETED 2022 PROJECTS AND SPECIFIC ITEMS.**

**4 AYES**

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO WAIVE READING AND ADOPT RESOLUTION 2023-31, COMMITTING FUND BALANCES FOR 2022 FINANCIAL STATEMENT PURPOSES.**

**4 AYES**

## COUNCIL PRESENTATIONS

Council Member Morcomb thanked Becca for coming to speak to the Council.

Mayor Zabel made announcements about the following:

- The Indoor Market is taking place on Saturday, March 4, 2023, at the Discovery Center from 9:00 AM – 1:00 PM.
- Beginning March 7, 2023, a portion of 4<sup>th</sup> Street, from Hayward Avenue to 4<sup>th</sup> Street Lane, will be closed for utility work as part of the Gold Line BRT Project.
- Metro Transit is hosting a Gold Line BRT Construction Open House on Thursday, March 16, 2023, at Grace of God Lutheran Church (420 Hayward Avenue North) from 5:00 PM – 7:00 PM.
- The Recreation Department’s Snow Sculpture Contest is open for submissions until March 31, 2023. All relevant information is on the City’s website.
- Oakdale Detective Wayne Hager was recently honored by the Minnesota Wild as their *Community Hero of the Game*.
- He thanked the Public Works Department for their hard work keeping the streets and trails clear of snow.

## CLAIMS

**A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER OLSON TO APPROVE CLAIMS FOR THE PERIOD FEBRUARY 15, 2023 TO FEBRUARY 28, 2023, IN THE AMOUNT OF \$849,869.65.**

**4 AYES**

## ADJOURNMENT

**A MOTION WAS MADE BY COUNCIL MEMBER OLSON, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO ADJOURN THE MEETING AT 7:30 PM.**

**4 AYES**

Respectfully submitted,

Sara Ludwig, City Clerk