

**REGULAR MEETING MINUTES
OAKDALE CITY COUNCIL
September 26, 2023**

CALL TO ORDER

A regular meeting of the City Council of the City of Oakdale was held on September 26, 2023, at Oakdale City Hall, 1584 Hadley Avenue, Oakdale, Minnesota. The meeting was called to order by Mayor Kevin Zabel at 7:00 PM.

CALL OF ROLL

On a call of roll, the following were present:

Mayor Kevin Zabel

Council Members: Noah Her
Jake Ingebrigtsen
Andy Morcomb
Susan Willenbring

Staff Present: Christina Volkens, City Administrator
Sara Ludwig, City Clerk
Jim Thomson, City Attorney
Jesse Farrell, City Engineer
Andy Gitzlaff, Community Development Director
Luke McClanahan, City Planner
Nick Newton, Police Chief
Jim Romanik, Public Works Manager
Kyle Stasica, Accounting Manager
Kevin Wold, Fire Chief
Kevin Zittel, Facilities Manager

Others Present: Jamie Emerfoll, Owner, What the Fluff!?! LLC

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Mayor Zabel noted that the agenda had been amended with a slight change to Consensus Motion b).

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER MORCOMB, TO APPROVE THE AGENDA AS AMENDED FOR THE MEETING OF SEPTEMBER 26, 2023.

5 AYES

**APPROVAL OF MINUTES: Workshop, September 12, 2023
Regular Meeting, September 12, 2023**

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER WILLENBRING TO APPROVE THE WORKSHOP MEETING MINUTES OF SEPTEMBER 12, 2023.

5 AYES

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER HER TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 12, 2023.

5 AYES

OATH OF OFFICE

a) Swearing in of Riley Eviota as Police Officer

Mayor Zabel administered the Oath of Office to Mr. Eviota.

PUBLIC HEARING

a) Secondhand Goods Dealer License: Get Guns Now

City Administrator Chris Volkers explained that this secondhand goods business has been operating in the City for some time and needs a license to do so but has been very cooperative during the process.

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 HER, SECONDED BY COUNCIL MEMBER INGEBRIGTSON TO APPROVE A NEW SECONDHAND GOODS DEALER LICENSE TO DAVID BEAN OF GET GUNS NOW, LOCATED AT 1949 GENEVA AVENUE N.

5 AYES

OPEN FORUM

Mayor Zabel invited comments from the audience. No comments were heard.

CONSENSUS MOTIONS

- a) Request that the City Council waive reading and adopt Resolution 2023-91, Authorizing the Sale of General Obligation Bonds, Series 2023A, Subject to Certain Parameters; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment; and establish a pricing committee.
- b) Request that the City Council waive reading and adopt Resolution 2023-96, amending the 2023 budget of the Municipal Building Fund to add the fire station location and facility needs study.
- c) Request that the City Council waive reading and adopt Resolution 2023-95, setting public hearing for proposed certification of delinquent utilities and inactive accounts to Washington County for inclusion on 2024 property taxes.
- d) Request that the City Council authorize the Mayor and City Administrator to sign and execute the CivicPlus SOWs for SeeClickFix, CivicRec, and Municode.

- e) Request per Oakdale MN City Code of Ordinances, Chapter 2, Article IV, Sec.2-36 (c) and per City Personnel Policy PE-031, Section 5.0, that the City Council appoint Michael Wallace as a probationary Firefighter/Paramedic effective October 11, 2023, at a rate of pay consistent with the City base pay schedule.
- f) Request that the City Council cancel the City Council Workshop and Regular Meeting scheduled for December 26, 2023.
- g) Request that the City Council authorize the Mayor and City Administrator to sign and execute the Development Agreement for the 4Front Commercial and Retail Property Site Plan.
- h) Request that the City Council authorize the Mayor and City Administrator to enter into an agreement with Cleaning Solutions Services, LLC for the City's cleaning services for City Hall/Police and the Fire Stations.
- i) Request that the City Council approve a one-day temporary liquor sales license and charitable gambling approval to Transfiguration Church located at 6133 15th Street North for their Octoberfest event on Friday, October 13, 2023.
- j) Request that the City Council approve the massage premise and therapist license renewals for the following:
 - Guillermina Ortiz Alamillo at The Waters Senior Living / Therapist License
 - Melissa Bauer at Body Wisdom Therapeutic Massage / Therapist License
 - Debra Ohler at Body Wisdom Therapeutic / Premise and Therapist License
- k) Request that the City Council authorize the Mayor and City Administrator to sign and execute the Development Agreement for the Valvoline Site Plan.
- l) Request that the City Council authorize the Mayor and City Administrator to approve an amendment to the Master Planned Unit Agreement with U.S. Home Corporation for Ideal Avenue payment.
- m) Request that the City Council waive the reading and adopt Resolution 2023-92, accepting the Ramsey-Washington Metro Watershed District grant in the amount of \$16,930.00 for Fall street sweeping.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER WILLENBRING TO APPROVE CONSENSUS MOTIONS A-M, AS PRESENTED.

5 AYES

ADVISORY BOARDS AND COMMISSIONS

Economic Development Commission (no meeting, Council Liaison Her)

Environmental Management Commission (met on 9/18/23, Council Liaison Zabel)

Mayor Zabel reported that the Environmental Management Commission worked on their 2024 work plan, and received a Community Development update.

Planning Commission (no meeting, Council Liaison Ingebrigtsen)

Parks and Recreation Commission (met on 9/19/23, Council Liaison Morcomb)

Council Member Morcomb reported that the Parks and Recreation Commission worked on their 2024 work plan, and went on two Park Tours in the last couple months. He encouraged residents to provide feedback to the Commission regarding City parks.

Tree Board (met on 9/19/23, Council Liaison Willenbring)

Mayor Zabel reported that the Tree Board decided on the trees that will be given away for the 2024 Arbor Day Tree Giveaway, reviewed the City's Emerald Ash Borer Plan, and worked on their 2024 work plan.

AWARD OF BID

None

STAFF REPORTS

COMMUNITY DEVELOPMENT

a) Emerfoll – Home Occupation CUP (Pet Grooming Facility)

City Planner Luke McClanahan stated that the request is for a Home Occupation Conditional Use Permit at 6700 4th St N for a pet grooming facility that has been in operation for several years. The applicant is working with the City to bring the use into zoning compliance. Mr. McClanahan noted that the Planning Commission recommended approval with three conditions included in the attached resolution.

Council Member Morcomb asked how many animals will be seen at one time, and how the applicant plans to control noise levels. Jamie Emerfoll, Owner, What the Fluff!?! LLC, stated that there are six to eight pet appointments per day per groomer, but the business is exclusively one-to-one with the animals in regards to appointments.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER WILLENBRING TO WAIVE READING AND ADOPT RESOLUTION 2023-93, APPROVING A CONDITIONAL USE PERMIT FOR A HOME OCCUPATION (PET GROOMING FACILITY) AT 6700 4TH STREET NORTH, WITH CONDITIONS INCLUDED IN THE ATTACHED RESOLUTION.

5 AYES

b) Glenbrook Small Area Plan Approval

Mr. McClanahan explained that the planning process for the Glenbrook Small Area Plan began in October 2022. The study area is located in the northern/northwestern portion of the City. He noted that the purpose of the plan is to provide an overall vision for future development, and determine ways to help improve the area by reducing conflicts in land use and suggest infrastructure improvements.

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER WILLENBRING TO WAIVE READING AND ADOPT RESOLUTION 2023-94, APPROVING THE GLENBROOK SMALL AREA PLAN.

5 AYES

CITY ATTORNEY

No report

ADMINISTRATOR'S REPORT

No report

COUNCIL PRESENTATIONS

Council Member Ingebrigtson thanked his wife and kids for attending the meeting.

Council Member Morcomb thanked Scout BSA Troop 580 and Cub Scout Pack 580 for attending the meeting.

Mayor Zabel made announcements about the following:

- The Oakdale Farmers Market continues for three more weeks, with the last market taking place on October 11th, from 2 PM – 6 PM in the City Hall parking lot.
- Voting for the Oakdale Summer Photo Contest is open on the City's Facebook page. Fans can vote for their favorite photo by selecting "like" on each photo. Voting continues until September 30th.
- There are a couple of upcoming activities through Oakdale Wellness 50+. A flu shot clinic will be held on Saturday, September 30th from 11 AM – 2 PM at the Discovery Center. A class on fire prevention and public safety will be held on Saturday, October 7th from 10 AM – 12 PM at the Discovery Center.
- The City is offering complimentary curbside collection of buckthorn this Fall. The remaining collection dates for 2023 are: Tuesday, October 10th and Tuesday, October 24th. To learn more about the pickup guidelines and complete the waiver form, visit the City's website.
- The City won an award for the Business Retention, Expansion, and Attraction program through the St. Paul Area Chamber Leaders in Local Government Awards! Congratulations to the Community Development department for this well-deserved recognition!

CLAIMS

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER WILLENBRING TO APPROVE CLAIMS FOR THE PERIOD SEPTEMBER 13, 2023 TO SEPTEMBER 26, 2023, IN THE AMOUNT OF \$2,595,340.13.

5 AYES

ADJOURNMENT

A MOTION WAS MADE BY COUNCIL MEMBER INGEBRIGTSON, SECONDED BY COUNCIL MEMBER HER TO ADJOURN THE MEETING AT 7:24 PM.

5 AYES

Respectfully submitted,
Sara Ludwig, City Clerk