



**Meeting of the City Council
Held at the Elk River City Hall
Monday, October 21, 2024**

Members Present: Mayor John Dietz, Councilmember Jennifer Wagner, Councilmember Mike Beyer, Councilmember Matt Westgaard, Councilmember Cory Grupa

Members Absent: None

Staff Present: City Administrator Cal Portner, Human Resources Manager Lauren Wipper, Public Works Director/Chief Engineer Justin Femrite, Liquor Operations Manager Joe Audette, Northbound Liquor Store Manager Megan Knopik, and Records Specialist Katie Porath

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Moved by Councilmember Westgaard and seconded by Councilmember Wagner to approve the agenda. Motion Carried 5-0.

4. CONSENT AGENDA

Moved by Councilmember Grupa and seconded by Councilmember Beyer to approve the following consent items as outlined in their respective staff reports. Motion Carried 5-0.

4.1 October 7, 2024, Minutes

4.2 Check Register

4.3 Pay Estimates

4.4 Hire Paid On-Call Firefighters

4.5 Hire Police Chief: David Kuhnly

4.6 Hire Street Maintenance Operator: Jerrod Lobdell

4.7 Update Job Descriptions

4.8 Update Finance Policy

4.9 FT Center MOU with ISD 728

4.10 Resolution 24-61 Acknowledging Contributions and Utilizing Items for Liquor Marketing Promotions

4.11 Severance Agreement and Waiver of Claims: Sevcik

4.12 Severance Agreement and Waiver of Claims: Fischer

4.13 Resolution 24-62: Platted Exemption Meadowsweet Hills

4.14 Resolution 24-63: Final Plat Bradford Park Second Addition

5. OPEN FORUM

No one appeared for Open Forum.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

6.1 City of Elk River Volunteer of the Month

Mayor Dietz presented the October Volunteer of the Month award to Diane Peters. He highlighted the following:

- Has worked at Elk River Lions events, including pancake breakfasts, Sherburne County Fair food booth, and Zimmerman Wild West Days' beer tent.
- Chair of the Guardian Angels Style show and has served on the Gala committee for over a decade.
- Started Guardian Angels golf tournament and acts as chair for the fudge sale.
- Member of Friends of Guardian Angels Care Center.
- Chair of Word of Peace Lutheran Church gala and also serves on the building committee team.
- Team member of Word of Peace Lutheran Church yearly Community Corn Feed.
- Serves on her church's stewardship committee and has acted as chair of the rose sale.

7. PUBLIC HEARINGS

There were no public hearings.

8. GENERAL BUSINESS

There was no general business.

9. MOTION TO ADJOURN REGULAR MEETING

Moved by Councilmember Beyer and seconded by Councilmember Wagner to adjourn the meeting of City Council. Motion Carried 5-0.

The regular meeting adjourned at 6:03 p.m. Mayor Dietz called the work session to order at 6:06 p.m.

10. WORK SESSION – UPPER TOWN CONFERENCE ROOM

10.1 MNDOT Highway 10 Access Discussion

Tod Sherman, MnDOT Planning Director, was present to answer questions. He discussed plans for including Reduced Conflict Intersections including "J-turns."

The Council discussed their desire to find a safe access point for the Plants and Things Recreation Complex, commercial and industrial truck traffic, and future housing developments along the Highway 10 corridor.

Councilmember Westgaard commented that it is nearly impossible for trucks to access Highway 10 going eastbound and the reduction of signals along Highway 10 has removed any breaks in traffic where vehicles could have previously merged or turned.

Mr. Sherman stated that MnDOT's goal for Highway 10 is to increase mobility.

Councilmember Wagner expressed her concern that removing signals from Highway 10 would divert traffic away from small businesses in downtown Elk River. She added that many inexperienced teen drivers are in that area due to the athletic fields. Councilmember Beyer added that there are plans to expand the athletic fields area, which would further increase traffic.

The Council asked if MnDOT would consider an acceleration lane heading westbound near the proposed Specht Family Farm development area for resident traffic to get up to speed on Highway 10.

Councilmember Westgaard added that it is hard to see the final effects of traffic patterns on Highway 10 until Highway 169 is completed.

The Council agreed that they would have to wait until the Traffic Impact Study was completed to have further discussion. They invited Mr. Sherman to return and discuss additional solutions once the study had been received. The study may take six months.

Steve, representing Capstone Homes, asked Mr. Sherman about the potential for funding if signals were needed. Mr. Sherman stated there may be some federal dollars depending on the impact on safety.

10.2 Northbound Liquor Store Clerk Position

The Council asked about the current mix of part-time and full-time employees at Northbound Liquor. Ms. Knopik stated that there are three full-time employees and nine part-time employees. She added that it is a challenge to schedule part-time employees and would like to have one additional full-time employee. Adding a full-time employee would reduce the number of hours needed to be filled by part-time employees.

Mr. Audette stated that the request was for Northbound Liquor. Westbound Liquor said they did not need additional staff.

The Council asked Mr. Audette to research the financial impact of adding a full-time employee and give the information to Mr. Portner.

10.3 Council Chambers Security Measures

Mr. Portner asked the Council for direction on council chamber security measures.

Councilmember Wagner stated she was concerned with her location in the council chambers being so far from an exit. She also stated she feels more comfortable when there is an officer present. She stated she didn't really want to sit behind bulletproof plexiglass.

Mayor Dietz asked Mr. Portner if he could check with other cities on their security measures. He asked if any other cities have police officers at their meetings.

II. CLOSED MEETING - LELS 271

Pursuant to due call and notice thereof, the closed meeting was called to order at 7:10 PM.

Council Present: Mayor John Dietz, Councilmembers Cory Grupa, Matt Westgaard, Mike Beyer, and Jennifer Wagner

Staff Present: Human Resources Manager Lauren Wipper, City Administrator Cal Portner, and Records Specialist Katie Porath

II.1 Statement to be read by the Mayor:

"The City Council will be closing the meeting pursuant to MN Statute Section 13D.03, Subdivision 1(b). The Council will discuss the city's labor negotiation strategy related to the city's negotiations with the Police Sergeants Union, LELS 271."

The mayor read the statement.

II.2 Motion Calling Closed Meeting

II.3 Hold Closed Meeting

The mayor stated the City Council will be holding a closed meeting pursuant to MN Statute Section 13D.03, Subdivision 1(b) to discuss the city's labor negotiation strategy related to the city's negotiations with the Police Sergeants Union, LELS 271.

The Closed Meeting adjourned at 7:31 PM.

12. MOTION TO ADJOURN

Moved by Councilmember Westgaard and seconded by Councilmember Beyer to adjourn the meeting of City Council. Motion Carried 5-0.

The meeting adjourned at 7:31 p.m.

Minutes prepared by Katie Porath.

13. INFORMATION

13.1 September Financial Report

13.2 Investment Report - 3rd Quarter

John J. Dietz, Mayor

Tina Allard, City Clerk