Mayor Johnston called the meeting to order at 7:00 p.m.

Present: Mayor Johnston and Council Members DeLapp, Emmons, Park and Smith

Also present: Interim City Administrator Dawson, Planning Director Klatt, Consulting Planner Gozola, City Engineer Griffin, City Attorney Filla, Finance Director Bouthilet and City Clerk Lumby.

APPROVAL OF AGENDA:

MOTION: Council Member Park moved to approve the April 21, 2009 agenda as presented. Mayor Johnston seconded the motion. The motion passed 5-0.

ORDER OF BUSINESS:

GROUND RULES:

APPROVED MINUTES:

The minutes of April 7, 2009, were approved by consensus.

PUBLIC COMMENTS/INQUIRIES: None

CONSENT AGENDA:

MOTION: Council Member Park moved to approve the Consent Agenda as presented. Council Member DeLapp seconded the motion. The motion passed 5-0.

- Approve payment of disbursements and payroll in the amount of $159,616.53
- Approve OWL Engineering and Test Labs, Inc. (Shoreview, MN) to assist with the wireless communications ordinance update project at a cost of $10,000 to be funded from the balance of the General Fund.
- Approve Letter of Engagement as City Attorney for general civil legal services with Eckberg, Lammers, Briggs, Wolff & Vierling, PLLP
REGULAR AGENDA:
Audio visual improvements

MOTION: Council Member DeLapp moved to continue the audio visual improvements agenda item until the May 5, 2009 City Council meeting. Council Member Park seconded the motion. The motion passed 5-0.

Sign Ordinance Revisions – An ordinance repealing existing sign code regulations and adopting new regulations to govern signs in all zoning districts

Ben Gozola, Consulting Planner, presented a proposed ordinance to repeal all existing sign code regulations in favor of revised sign controls. He said the proposed regulations have been drafted in response to public input, and had to remain within constitutional guidelines. The goal of the City is to balance the need for businesses to advertise themselves and to address residents’ aesthetic concerns.

The Planning Commission had held a public hearing and subsequently recommended approval of the proposed ordinance to update the City’s sign regulations as presented.

Neil Krueger, 4452 Lake Elmo Avenue N., believed the entire sign ordinance was very complicated and should be simplified. Deb Krueger noted the size of the lettering on neighborhood signs should be addressed because they were difficult to read. She asked the Council to address signs for residents who want to sell eggs or hay.

Joe Heinen, who owns a building at 9242 Hudson Blvd., believed the sign regulations were too restrictive for a multi-tenant building.

Among the items considered, the Council debated whether neighborhood entrance signs attracted buyers to model homes and helped realtors sell homes or directed people to neighborhoods. The Council agreed on restrictions placed on signs in the Old Village which would have limited illumination and design guidelines imposed on them. There was disagreement on a provision that would allow 12-foot signs in the Old Village. With growth and changes to the City’s comprehensive plan, Council member Emmons suggested looking at the sign criteria for the business corridor along Interstate 94.

MOTION: Council Member DeLapp moved to table the sign ordinance revision to the May 5, 2009 City Council Meeting. Council Member Smith seconded the motion. The motion passed 5-0.

Update on house rehabilitation, 9224 31st Street N.
Ben Gozola, Consulting Planner, reported the City Council entered into an agreement with Linda and David Hardy to address all issues surrounding the house rehabilitation at 9224 31st Street. The agreement established a list of 25 items that needed to be completed by April 7, 2009, to allow the City to issue a temporary certificate of occupancy for the house. Staff recommended delaying action until the new City Attorney is on board in early May.
The consensus of the Council was to postpone action on this matter at this time and submit information to the new civil attorney, David Snyder, for the May 5, 2009 City Council meeting.

Municipal Consent for Washington County improvement project CoRD 13 (Inwood Ave.) and 15th Street North; Resolution No. 2009-015

Jack Griffin City Engineer reported the City Council is being asked to approve the resolution for Municipal Consent for the Inwood Avenue (CSAH 13) turn lane improvements. This is a County State Aid project and is being funded through the Minnesota Department of Transportation’s Local Road Improvement Program. The project consists of the construction of a center left turn lane in both directions on Inwood Avenue (CSAH 13) at its intersection of 15th Street North.

MOTION: Council Member Park moved to approve Resolution No. 2009-015 approving County Project within Municipal Corporate limits and direct the City Engineer to sign the Washington County Construction Plans. Council Member Smith seconded the motion.

MOTION: Council Member DeLapp moved to amend the motion approving the resolution conditioned upon resolution for safe passage of bicycles travelling north and south. Council Member Park seconded the motion. The motion passed 4-1 (Mayor Johnston voting against).

MOTION: Council Member Park moved to approve Resolution No. 2009-015 approving amended County Project within Municipal Corporate limits conditioned upon plans from Washington County allowing safe passage of bicycles travelling north and south without using the vehicle lanes and direct the City Engineer to sign the Washington County Construction Plans. Council Smith seconded the motion. The motion passed 4-1 (Mayor Johnston voting against.)

I-94 Corridor Joint Powers Agreement – Appointment of Representative and Alternate: Resolution No. 2009-016

Craig Dawson, Interim City Administrator, reported the Washington and Ramsey County Regional Railroad authorities have approved the joint powers agreement to establish the I-94 Corridor Commission. The focus of work of the Commission will be on transit. The City Council was asked to adopt a resolution to approve the JPA and to appoint its representative and alternate (each of whom must serve on the City Council) to the Board of the Commission.

MOTION: Council Member Park moved to adopt Resolution No. 2009-016 approve and authorize execution of the joint powers agreement for the I-94 Corridor Commission and appoint Mayor Johnston as the City’s representative and Council Member Nicole Park as the Alternate to the Commission for 2009. Mayor Johnston seconded the motion. The motion passed 5-0.
MAC Joint Airport Zoning Board, Lake Elmo Airport

Craig Dawson, Interim City Administrator, reported that the Metropolitan Airports Commission (MAC) proposes to establish a Joint Airport Zoning Boards (JABZ) to implement Airport Safety Zoning at and around the Lake Elmo Airport. The Board would consist of two representatives each from Lake Elmo, West Lakeland Township, Baytown Township, Oak Park Heights, Washington County, and the MAC. The MAC is requesting that Lake Elmo participate and appoint two representatives to the Board.

MOTION: Council Member Smith moved to direct staff to prepare a resolution that will authorize the City to join the Joint Airport Zoning Board for the Lake Elmo Airport, and solicit two representatives to serve the Board. Council Member DeLapp seconded the motion. The motion passed 5-0.

Provide direction on proceeding with an ordinance and permit for Special Event Permit

Kyle Klatt, Planning Director, reported the City Council has been asked to review examples of permits and an ordinance regarding Special Event Permits and to provide staff direction as to whether or not the Council would like to consider adopting a similar ordinance for Lake Elmo.

A Special Event Permit would be intended to provide some regulation of temporary events on a case-by-case basis and is intended to assure adequate provision of parking, traffic, sanitary facilities, utilities, public safety services, proper insurance, and preserve peace of residential neighborhoods. A Special Event Permit would not pertain to the Minnesota Boat Club’s current request.

MOTION: Council Member DeLapp moved to direct staff to proceed with drafting an Ordinance and Permit for Special Events held within the City. Mayor Johnston seconded the motion. The motion passed 5-0.

City Administrator Appointment Process

The Council was asked to determine whether to develop an employment agreement with Craig Dawson for a regular appointment or conduct a search for a city administrator. Mr. Dawson has been serving as an interim city administrator since the beginning of January. The consensus of the Council was to go through the interview process. Mayor Johnston argued for hiring Craig Dawson to the regular administrator position, saying that he has proven himself during the past four months.

MOTION: Council Member Smith moved to prepare and solicit responses to a Request for Proposal for Executive Search Consulting Services to select a city administrator for the City of Lake Elmo. Council Member Park seconded the motion. The motion passed 4-1 (Mayor Johnston voting against.)
MOTION: Council Member Smith moved to continue the remainder of council agenda items until the May 5, 2009, City Council meeting. Council Member Park seconded the motion. The motion passed 5-0.

The meeting was adjourned at 10:30 p.m.

Respectfully submitted by Sharon Lumby, City Clerk

Resolution No. 2009-015 Approve County Project CoRD 13 (Inwood Ave) and 15th Street
Resolution No. 2009-016 I-94 Corridor Joint Powers Agreement