



# CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

## Regular Council Meeting

February 14, 2023

### CALL TO ORDER

The meeting was called to order by Mayor Supple at 7:00 p.m. in the Council Chambers.

*Council Members Present:* Mary Supple, Mayor; Simon Trautmann; Sean Hayford Oleary; and Ben Whalen

*Council Members Absent:* Sharon Christensen

*Staff Present:* Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; Chris Swanson, Management Analyst

### PLEDGE OF ALLEGIANCE

Mayor Supple led the Pledge of Allegiance.

### OPEN FORUM

Mayor Supple reviewed the options to participate:

- Participate live by calling 1-415-655-0001 during the open forum portion.
- Call prior to meeting 612-861-9711
- Email prior to meeting [kwynn@richfieldmn.gov](mailto:kwynn@richfieldmn.gov)

There were no participants.

### APPROVAL OF MINUTES

M/Hayford Oleary, S/Trautmann to approve the minutes of the: (1) City Council Work Session of January 24, 2023; (2) Joint City Council and Transportation Commission Work Session of February 1, 2023.

Motion carried: 5-0

ITEM #1

PROCLAMATION CELEBRATING BLACK HISTORY MONTH

Mayor Supple invited Karole Kelley to accept the proclamation and read aloud the proclamation.

Ms. Kelley stated she was proud to accept the Proclamation as a resident and a woman of color.

Councilmember Whalen thanked Ms. Kelley and the other members of the Human Rights Commission. He stated the city has made equity a part of the strategic plan and more information regarding this would be coming soon.

Councilmember Hayford Oleary also thanked the Human Right Commission noting this was an important issue.

Councilmember echoed the previous comments and thanked Ms. Kelley for her involvement in the Human Right Commission.

<b>ITEM #2</b>	<b>PROCLAMATION DECLARING FEBRUARY 11, 2023 AS SOLVEIG TVEDTEN DAY IN THE CITY OF RICHFIELD</b>
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Mayor Supple read aloud the proclamation.

Council Member Hayford Oleary wished Ms. Tvedten Happy Birthday.

<b>ITEM #3</b>	<b>APPROVAL OF THE AGENDA</b>
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M/Whalen, S/Trautmann to approve the agenda.

Motion carried: 5-0

<b>ITEM #4</b>	<b>CONSENT CALENDAR</b>
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City Manager Rodriguez presented the consent calendar.

- A. Consider a three-part request: site plan review, two sign variances, and a one-stall parking variance for MSP Commercial’s headquarters at 6436 Penn Avenue South (Staff Report No. 23)

**RESOLUTION NO. 12070**  
**RESOLUTION AUTHORIZING A SHARED ACCESS AGREEMENT BETWEEN THE CITY OF RICHFIELD AND MSP COMMERCIAL AT 6436 AND 6444 PENN AVENUE SOUTH**

**RESOLUTION NO. 12071**  
**RESOLUTION APPROVING A SITE PLAN; A ONE STALL PARKING VARIANCE; A 4 SQUARE FOOT SIZE VARIANCE AND A 2 FOOT SETBACK VARIANCE FOR A FREESTANDING SIGN, ALL AT 6436 PENN AVENUE SOUTH**

- B. Consider adoption of a Resolution modifying the Health Care Savings Plan for Police Sergeants, Teamsters #320, bargaining unit employees (Staff Report No. 29)

**RESOLUTION NO. 12069**  
**RESOLUTION APPROVING MODIFYING THE HEALTH CARE SABINS PLAN FOR POLICE SERGEANTS, TEAMSTERS #320, BARGAINING UNIT EMPLOYEES**

- C. Consider adoption of a Resolution granting an extension of land use approvals for a planned unit development at 101 – 66<sup>th</sup> Street East (Staff Report No. 24)

**RESOLUTION NO. 12068  
RESOLUTION APPROVING GRANTING AN EXTENSION OF LAND USE APPROVALS FOR A PLANNED UNIT DEVELOPMENT AT 101 – 66<sup>TH</sup> STREET EAST**

- D. Consider the approval of the bid tabulation and award a contract to Davey Resource Group for the Sheridan Pont Maintenance Project Phase 2 in the amount of \$94,128.99 and authorize the City Manager to approve contract changes up to \$25,000 without further City Council consideration (Staff Report No. 27)
- E. Consider approval of the bid tabulation and award a contract to Huot Construction and Services, Inc., for the Water Treatment Plant Roof Replacement Project in the amount of \$1,389,615.00 and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration (Staff Report No. 28)
- F. Consider the adoption of a Resolution authorizing the Mayor and City Manager to execute Master Utility Agreement No. 1051052 between the City of Richfield, the State of Minnesota Department of Transportation (MnDOT), and MnDOT’s selected design-build contractor, which will govern the replacement, repair, and/or relocation of City-owned utilities as part of 494 Project 1 (Staff Report No. 25)

**RESOLUTION NO. 12072  
RESOLUTION APPROVING A RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE MASTER UTILITY AGREEMENT NO. 1051052 BETWEEN THE CITY OF RICHFIELD, THE STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT), AND MNDOT’S SELECTED DESIGN-BUILD CONTRACTOR, WHICH WILL COVER THE REPLACEMENT, REPAIR, AND/OR RELOCATION OF CITY-OWNED UTILITIES AS PART OF 494 PROJECT 1**

- G. Consider authorizing the Mayor and City Manager to execute a cost-share/reimbursement agreement with Partnership Academy for installation of a water utility service line in advance of the City’s 65<sup>th</sup> Street Reconstruction Project due to expansion of the Partnership Academy campus (Staff Report No. 26)

M/Hayford Oleary, S/Trautmann to approve the consent calendar.

Council Member Hayford Oleary inquired how on Item A, how these types of requests get on the Consent Calendar. He indicated due to the parking rules, this was a very limited use but he had no objection to this item. City Manager Rodriguez responded this had been unanimously approved by the Planning Commission and there were no issues, but there was not a formal process as to what items were put on the Consent Calendar.

Motion carried: 5-0

<b>ITEM #5</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR</b>
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None.

<b>ITEM #6</b>	<b>CITY MANAGER’S REPORT</b>
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City Manager Rodriguez stated Council Member Trautmann was interested in attending the National League of Cities Conference in March and Council Member Whalen had also expressed interest in attending a national conference this Fall. She noted they only budgets for one Council Member to attend a national conference per year, so if both Council Members attended a conference they would be over budget. She indicated over the past few years no Council Members attended a conference though. She requested Council feedback.

Council Member Whalen stated, if possible, he would like to attend the Local Progress National meeting.

Council Member Trautmann stated if there were a question about the budget, he would withdraw his attendance at the National League of Cities Conference.

Council Member Hayford Oleary stated he had no objection to either conference attendance. It was his opinion if they could go over budget this year, they should. He suggested a Council Member be allowed to attend a conference once during their term.

Mayor Supple had no objection, and believed it was important Council Members attend conferences, especially the National League of Cities Conference. She recommended protocols for how conference attendances are decided in the future.

Council Member Whalen indicated if it was decided only one conference attendance a year was recommend, then Council Member Trautman should go to the National League of Cities conference. He agreed with Council Members being allowed to attend a conference once per term.

Mayor Supple summarized Council’s recommendation that a Council Member can attend a conference once per term, it should fit with the Cities Strategic Plan, and a short form should be developed for such requests.

<b>ITEM #7</b>	<b>CLAIMS AND PAYROLL</b>
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M/Whalen, S/Trautmann that the following claims and payrolls be approved:

<b><u>U.S. BANK</u></b>	<b><u>02/14/2023</u></b>
A/P Checks: 312447 - 312846	\$2,486,304.04
Payroll: 176294 - 176603	<u>\$726,063.09</u>
<b>TOTAL</b>	<b>\$3,212,367.13</b>

Motion carried: 5-0

<b>ITEM #8</b>	<b>HATS OFF TO HOMETOWN HITS</b>
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Council Member Hayford Oleary stated he had no items.

Council Member Trautmann gave hats off and thanked the Directors who connected with the visiting Mayor from Somalia. He gave hats off to the great work and engineering for the great water resources the city had.

Council Member Whalen lifted a lot of exciting movement at the State Capital. He stated it was exciting to see the State Legislature moving again. He thanked Richfield residents, staff, and everyone who has been a part of the process to move things forward to benefit the community.

Mayor Supple thanked the Legislators, staff, and community for moving forward the bonding bill for the Woodlake Nature Center. She stated it was an honor to welcome the Mayor from Somalia and thanked staff for their work on making this possible. She thanked the Tourism Promotion Board for their work with the city. She thanked Management Analyst Swanson and Analyst Wynn for working on the Proclamations for tonight's meeting.


<b>ITEM #9</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 7:36 p.m.

Date Approved: February 28, 2023

  
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 Mary Supple  
 Mayor

  
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 Kelly Wynn  
 Administrative Assistant

  
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 Katie Rodriguez  
 City Manager