



# CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

## Regular Council Meeting Virtual Meeting held via WebEx

**March 23, 2021**

### CALL TO ORDER

The meeting was called to order by Mayor Maria Regan Gonzalez at 7:00 p.m. via WebEx.

Council Members Present: Maria Regan Gonzalez, Mayor; Ben Whalen; Mary Supple; and Sean Hayford Oleary

Staff Present: Pam Dmytrenko, Assistant City Manager; Mary Tietjen, City Attorney; John Stark, Community Development Director; Chris Regis, Finance Director; Melissa Poehlman, Assistant Community Development Director; Amy Markle, Recreation Services Director; Rachel Lindholm, Sustainability Specialist; Jane Skov, IT Manager; Blanca Martinez Gavina, Executive Analyst; and Kelly Wynn, Senior Office Assistant

### PLEDGE OF ALLEGIANCE

Mayor Regan Gonzalez led the Pledge of Allegiance

### OPEN FORUM

Senior Office Assistant Wynn reviewed the options to participate:

- Participate live by calling 612-861-0651 during the open forum portion
- Call prior to meeting 612-861-9711
- Email prior to meeting [kwynn@richfieldmn.gov](mailto:kwynn@richfieldmn.gov)

Senior Office Assistant Wynn stated there were no callers.

### APPROVAL OF MINUTES

M/Supple, S/Hayford Oleary to approve the minutes of the (1) City Council Work Session of March 9, 2021; (2) RBWMO Annual Meeting of March 9, 2021; and (3) City Council Work Meeting of March 9, 2021.

Executive Analyst Martinez Gavina took roll call vote:

- Regan Gonzalez: AYE
- Supple: AYE
- Trautmann: AYE
- Hayford Oleary: AYE
- Whalen: AYE

Motion carried 5-0

<b>Item #1</b>	<b>APPROVAL OF THE AGENDA</b>
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M/Whalen, S/Trautmann to approve the agenda

Executive Analyst Martinez Gavina took roll call vote:

- Regan Gonzalez: AYE
- Supple: AYE
- Trautmann: AYE
- Hayford Oleary: AYE
- Whalen: AYE

Motion carried 5-0

<b>Item #2</b>	<b>CONSENT CALENDAR</b>
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Assistant City Manager Dmytrenko presented the consent calendar.

A. Consider the approval of a bid tabulation and award of contract to Park Construction Co. for the 2021 Mill and Overlay project in the amount of \$525,858.77 and authorize the City Manager to approve contract changes under \$175,000 without further City Council consideration. Staff Report No. 43

B. Consider the approval of the bid tabulation and award a contract to Visu-Sewer, Inc., for the 2021 Sanitary Sewer Rehabilitation Program in the amount of \$456,435.05 and authorize the City Manager to approve contract changes up to \$175,000 without further City Council consideration. Staff Report No. 44

C. Approval of a resolution amending the allocation of the 2020 General Fund Budget. Staff Report No. 45

**RESOLUTION NO. 11834**

**RESOLUTION AUTHORIZING REVISION OF 2020 BUDGETS OF VARIOUS DEPARTMENTS**

M/Trautmann, S/Supple to approve the consent calendar.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE  
 Supple: AYE  
 Trautmann: AYE  
 Hayford Oleary: AYE  
 Whalen: AYE

Motion carried 5-0

<b>Item #3</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR</b>
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None

<b>Item #4</b>	<b>PUBLIC HEARING AND AND CONSIDER THE APPROVAL OF A NEW ON-SALE INTOXICATING AND SUNDAY LIQUOR LICENSES, WITH OUTSIDE SERVICE AND THE OPTIONAL 2 A.M. CLOSING, FOR PIZZA LUCE VII, INC. D/B/A PIZZA LUCE, LOCATED AT 800 66TH STREET WEST. STAFF REPORT NO. 46</b>
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Council Member Hayford Oleary read staff report 46 and opened the public hearing.

Senior Office Assistant Wynn reviewed the options to participate:

- Participate live by calling 612-861-0651 during the public hearing portion
- Call prior to meeting 612-861-9711
- Email prior to meeting [kwynn@richfielmn.gov](mailto:kwynn@richfielmn.gov)

JJ Haywood, Pizza Luce owner, thanked Council for their time to approve the license and she is looking forward to having the dining room back open for customers.

Senior Office Assistant Wynn stated there were no callers.

M/Hayford Oleary, S/Supple to close the public hearing.

Executive Analyst Martinez Gavina took roll call vote:

Regan Gonzalez: AYE  
 Supple: AYE  
 Trautmann: AYE  
 Hayford Oleary: AYE  
 Whalen: AYE

Motion carried 5-0

M/ Hayford Oleary, S/Whalen to approve the issuance of a new On-Sale Intoxicating and Sunday Liquor licenses, with outside service and the optional 2 a.m. closing, for Pizza Luce VII, Inc. d/b/a Pizza Luce, located at 800 66th Street West.

Council Member Trautmann thanked JJ Haywood for the investment in the space and excited to have it continue to be a place of hospitality in Richfield.

Mayor Regan Gonzalez echoed comments and expressed gratitude for the business as it has been a popular gathering place for members of the community.

Executive Analyst Martinez Gavina took roll call vote:

- Regan Gonzalez: AYE
- Supple: AYE
- Trautmann: AYE
- Hayford Oleary: AYE
- Whalen: AYE

Motion carried 5-0

<b>Item #5</b>	<b>CONSIDER APPROVAL OF AN AMENDMENT TO THE CITY'S ZONING CODE THAT WOULD ALLOW FOR LARGER GARAGE STRUCTURES IF AN ACCESSORY DWELLING UNIT IS ATTACHED, IN THE SINGLE FAMILY (R AND R-1) RESIDENTIAL DISTRICTS, AND APPROVAL OF THE RELATED SUMMARY PUBLICATION ORDINANCE. STAFF REPORT NO. 47</b>
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Council Member Trautmann read staff report 47.

Assistant Director Poehlman stated the item is for a specific circumstance. The regulations regarding these structures are fairly new and staff supports the item.

Margaret McInerny, structure applicant, thanked Council for their time and gave a brief background of why an ADU is ideal for her situation and how approving the item could be beneficial for many residents throughout the community.

John Sylvestre, contractor/designer, explained some challenges for designing a one level ADU.

Council Member Hayford Oleary asked if the property owners needed to knock down the current garage due to the requirements.

John Sylvestre stated it was necessary to rebuild the garage to place frost footings for the new addition.

Margaret McInerny explained by moving the garage that they were able to create more usable yard space.

M/Trautmann, S/ Hayford Oleary to (1) approve an ordinance amendment related to garage size in the Single Family Residential (R and R-1) Districts; and (2) approve a resolution authorizing

summary publication of the attached ordinance amending regulations related to garage size in the Single Family Residential (R and R-1) Districts.

**RESOLUTION NO. 11835**

**RESOLUTION APPROVING SUMMARY PUBLICATION  
OF AN ORDINANCE AMENDING THE RICHFIELD ZONING CODE  
REGULATIONS RELATED TO THE SIZE OF GARAGES WITH  
ATTACHED ACCESSORY DWELLING UNITS**

Council Member Supple expressed her support as it makes things more accessible.

Council Member Whalen asked about a project staff had discussed in supplying ADU images for the community.

Assistant Director Poehlman stated a page on the city web site dedicated to ADU ideas and images.

Council Member Trautmann thanked staff for working with the resident along with making ADU's more feasible and would like to see some future discussions around detached ADU's.

Mayor Regan Gonzalez thanked the resident and contractor/designer for submitting an ordinance change application and following through with the process.

Executive Analyst Martinez Gavina took roll call vote:

- Regan Gonzalez: AYE
- Supple: AYE
- Trautmann: AYE
- Hayford Oleary: AYE
- Whalen: AYE

Motion carried 5-0

<b>Item #6</b>	<b>CONSIDER A RESOLUTION SUPPORTING THE CITY OF RICHFIELD'S APPLICATION TO HOST A MINNESOTA GREENCORPS MEMBER AND AUTHORIZING THE CITY MANAGER TO EXECUTE A HOST SITE AGREEMENT WITH THE MINNESOTA POLLUTION CONTROL AGENCY. STAFF REPORT NO. 48</b>
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Council Member Supple presented staff report 48.

Director Markle expressed excitement around submitting another application as the city was able to acquire Sustainability Specialist Lindholm from this program in 2018.

M/Supple, S/Trautmann to approve the resolution supporting the City of Richfield's application to host a Minnesota GreenCorps member and authorizing the City Manager to execute a host site agreement with the Minnesota Pollution Control Agency.

**RESOLUTION NO. 11836**

**RESOLUTION SUPPORTING THE CITY OF RICHFIELD’S APPLICATION TO HOST A MINNESOTA GREENCORPS MEMBER**

Council Member Whalen asked about the financial impact to the city.

Director Markle explained the funding will come from the Minnesota Pollution Control Agency. She also stated staff time and supervision will be a minimal financial impact.

Mayor Regan Gonzalez spoke of the leaps and bounds the has taken regarding sustainability in the last few years.

Executive Analyst Martinez Gavina took roll call vote:

- Regan Gonzalez: AYE
- Supple: AYE
- Trautmann: AYE
- Hayford Oleary: AYE
- Whalen: AYE

Motion carried 5-0

<b>Item #7</b>	<b>CONSIDER APPROVING THE DRAFTED RICHFIELD RESIDENTIAL SOLID WASTE MANAGEMENT GOALS. STAFF REPORT NO. 49</b>
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Council Member Whalen read staff report 49.

Sustainability Specialist Lindholm gave a brief overview of the target goals. She also spoke of how this will guide the waste management efforts and has already been approved by the Sustainability Commission.

M/ Whalen, S/Hayford Oleary to approve the Richfield Residential Solid Waste Management Goals.

Council Member Hayford Oleary expressed excitement for curbside organics as a goal for the city. He asked how many people currently participate in the drop off program.

Sustainability Specialist Lindholm stated about 900 households participates.

Council Member Whalen spoke of his excitement to see more educational opportunities offered for residents.

Executive Analyst Martinez Gavina took roll call vote:

- Regan Gonzalez: AYE
- Supple: AYE

Trautmann: AYE  
 Hayford Oleary: AYE  
 Whalen: AYE

Motion carried 5-0

<b>Item #8</b>	<b>CITY MANAGER REPORT</b>
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Assistant City Manager Dmytrenko supplied a brief update regarding Covid.

<b>Item #9</b>	<b>CLAIMS AND PAYROLL</b>
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M/Whalen, S/Supple that the following claims and payrolls be approved:

<b>U.S. Bank</b>	<b>03/23/2021</b>
A/P Checks 295331 - 295744	\$ 2,373,931.83
Payroll: 160710 – 161010 43393	<u>685,056.16</u>
TOTAL	\$ 3,058,987.99

Executive Analyst Martinez Gavina took roll call vote:  
 Regan Gonzalez: AYE  
 Supple: AYE  
 Trautmann: AYE  
 Hayford Oleary: AYE  
 Whalen: AYE

Motion carried 5-0

<b>Item #10</b>	<b>HATS OFF TO HOMETOWN HITS</b>
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Council Member Supple spoke of the importance of kindness and gratitude and reflected on the many things to be grateful for throughout the Richfield community.

Council Member Trautmann thanked Richfield as a city for their kindness and support shown to one another in this last year.

Council Member Whalen encouraged residents to supply ideas and comments on the Portland/494 area. He also spoke of his excitement to get out the Wood Lake Nature Center to make maple syrup and his gratefulness to the Recreation department for their programming.

Council Member Hayford Oleary recognized the new housing going up and is excited to have so many new neighbors coming.

Mayor Regan Gonzalez praised former Council Member Edwina Garcia for doing a recent interview with her and how wonderful it was to sit down with her.

<b>Item #11</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 8:01 p.m.

Date Approved: April 13, 2021



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Maria Regan Gonzalez  
Mayor



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Kelly Wynn  
Senior Office Assistant



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Katie Rodriguez  
City Manager