



**CITY COUNCIL MEETING MINUTES**  
 Richfield, Minnesota  
**Special City Council Work Session**  
**January 23, 2018**

**CALL TO ORDER**

The work session was called to order by Mayor Elliott at 5:45 p.m. in the Bartholomew Room.

*Council Members Present:* Pat Elliott, Mayor; Edwina Garcia; Maria Regan Gonzalez; Simon Trautmann (arrived at 5:48 p.m.); and Michael Howard (arrived at 6:27 p.m.).

*Staff Present:* Steven L. Devich, City Manager; Jim Topitzhofer, Recreation Services Director; Chris Link, Operations Superintendent; Taylor Burandt, Public Works Administrative Aide/Analyst; and Jared Voto, Executive Aide/Analyst.

<b>Item #1</b>	<b>DISCUSSION OF SOLAR OPTIONS</b>
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Public Works Administrative Aide/Analyst Burandt presented alternative energy options, giving background on the City Council goals, the City’s “Green Team”, information gathering by staff and energy audits by energy consultants, and provided a recommendation to continue the process forward with selecting an energy consultant or installer to pursue solar projects, subject to no financial obligation.

Councilmembers asked about the purchase power agreements, the solar array, and what would happen if the tax credits are no longer available. Councilmembers agreed with the recommendation.

<b>Item #2</b>	<b>DISCUSSION OF ORGANICS COLLECTION</b>
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Recreation Services Director Topitzhofer introduced Ben Knudson from Hennepin County and Molly Olson from Wood Lake Nature Center, as well as members from the Richfield League of Women Voters and the Richfield Social Justice group. Mr. Topitzhofer shared tonight’s objectives, provided background from the September work session, and provided the five options shared at the previous work session and two options preferred by the Council: establish organics drop off site(s) and organize hauling and require organics collection by contract.

Ms. Olson provided the recommended action plan and went through an overview of the recommendations and went into detail of establishing drop-off site(s) following Dakota County’s model.

Mr. Knudson discussed Hennepin County’s upcoming grant program and answered questions from Councilmembers.

Mr. Topitzhofer discussed the formation of an organics taskforce and their duties to establish organics drop-off locations and working toward organized waste hauling.

Councilmembers asked questions about the process and commented on the importance of educating the public.

Members of the audience made comments endorsing organics collection, sharing their excitement for drop-off sites and hope that all residents will have the opportunity to participate once it is incorporated into organized waste collection.

<b>ADJOURNMENT</b>
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The work session was adjourned by unanimous consent at 6:54 p.m.

Date Approved: February 13, 2018

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Pat Elliott  
Mayor

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Jared Voto  
Executive Aide/Analyst

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Steven L. Devich  
City Manager



# CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

## Regular Meeting

January 23, 2018

### CALL TO ORDER

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

*Councilmembers Present:* Pat Elliott, Mayor; Edwina Garcia; Michael Howard; Maria Regan Gonzalez; and Simon Trautmann.

*Staff Present:* Steven L. Devich, City Manager; Mary Tietjen, City Attorney; Pam Dmytrenko, Assistant City Manager/HR Manager; Kristin Asher, Public Works Director; Jay Henthorne, Public Safety Director/Police Chief; John Stark, Community Development Director; Jim Topitzhofer, Recreation Services Director; Melissa Poehlman, Planning & Redevelopment Manager/Assistant CD Director; and Jared Voto, Executive Aide/Analyst.

### OPEN FORUM

None.

### PLEDGE OF ALLEGIANCE

Mayor Elliott led the Pledge of Allegiance.

### APPROVAL OF MINUTES

M/Howard, S/Garcia to approve the minutes of the: (1) Special City Council work session of January 9, 2018; (2) Special City Council, Housing and Redevelopment Authority, and Planning Commission work session of January 9, 2018; (3) Regular City Council meeting of January 9, 2018; and (4) Special City Council work session of January 13, 2018.

Motion carried 5-0.

Item #1

**PRESENTATION OF THE OFFICER OF THE YEAR 2017 AWARD TO RICHFIELD POLICE OFFICER NICHOLAS SCHIPP**

Chief Henthorne presented the Officer of the Year Award for 2017 to Officer Nicholas Schipp.

<b>Item #2</b>	<b>FRIENDS OF THE RICHFIELD BAND SHELL DRAWING FOR A LEGACY BRICK AT THE NEW BAND SHELL</b>
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Sue Sandahl provided an update on the legacy brick campaign and indicated the group would be coming back to a future Council meeting.

<b>Item #3</b>	<b>COUNCIL DISCUSSION</b> <ul style="list-style-type: none"> <li>• Hats Off to Hometown Hits</li> </ul>
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Councilmember Garcia spoke regarding the Richfield Optimists Club chili and salad dinner on February 9 at Woodlake Lutheran Church; youth sports registration on February 8; and commission interviews.

Councilmember Trautmann spoke regarding the Bloomington League of Women Voters Caucus workshop on January 27.

Councilmember Howard spoke regarding the commission interviews and thanked the Public Works staff for their snow plowing efforts and community for helping each other dig out.

Councilmember Regan Gonzalez spoke regarding the Richfield affordable housing forum held by the Richfield League of Women Voters on January 27; the snow event and the community coming together to help each other; and the commission interviews.

Mayor Elliott spoke regarding the quality of the commission applicants; creating a new commission with regard to City communications; and checking in with the seniors in our community during snow events.

<b>Item #4</b>	<b>APPROVAL OF THE AGENDA</b>
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M/Trautmann, S/Regan Gonzalez to approve the agenda.

Motion carried 5-0.

<b>Item #5</b>	<b>CONSENT CALENDAR</b>
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City Manager Devich presented the consent calendar.

- A. Consideration of the approval of a resolution supporting nominations for the Minnesota Department of Transportation's Corridors of Commerce program solicitation. (S.R. No. 18)

RESOLUTION NO. 11471  
 RESOLUTION APPROVING THE SUBMITTAL OF PROJECTS FOR  
 CONSIDERATION BY THE STATE OF MINNESOTA'S 2018  
 CORRIDORS OF COMMERCE PROGRAM

This resolution appears as Resolution No. 11471.

- B. Consideration of the approval to authorize staff to hire Hoisington Kogler Group, Inc. to complete remaining work for the 2018 Comprehensive Plan update. (S.R. No. 19)
- C. Consideration of the authorization of the City Manager to execute a site lease agreement with New Cingular Wireless PCS, LLC (AT&T Mobility Corporation) for antenna space on Penn Avenue water tower. (S.R. No. 20)
- D. Consideration of the approval of a resolution clarifying the repayment schedule for the assessment for removal of diseased trees from private property for work ordered in 2016. (S.R. No. 21)

RESOLUTION NO. 11472  
 RESOLUTION CLARIFYING THE REPAYMENT SCHEDULE OF THE  
 ADOPTED ASSESSMENT FOR THE REMOVAL OF DISEASED TREES  
 FROM PRIVATE PROPERTY FOR WORK ORDERED DURING  
 JANUARY 1, 2016 THROUGH DECEMBER 31, 2016

This resolution appears as Resolution No. 11472.

M/Elliott, S/Garcia to approve the consent calendar.

Motion carried 5-0.

<b>Item #6</b>	<b>CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM THE CONSENT CALENDAR</b>
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None.

<b>Item #7</b>	<b>CONSIDERATION OF A VARIETY OF LAND USE APPROVALS RELATED TO A PROPOSAL FOR CONSTRUCTION OF A NEW AUTO DEALERSHIP AT 1550 78TH STREET EAST. (S.R. NO. 22)</b>
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Mayor Elliott presented Staff Report No. 22.

Councilmembers and staff discussed the work completed since the first reading, the communication of the projects progress in the future for the public and Council, and the value this project adds to the community.

M/Elliott, S/Garcia to approve a second reading of an ordinance amending Appendix I of the Richfield City Code to change the zoning designation 1550 78th Street East from Mixed Use Regional (MU-R) to Planned Mixed Use (PMU) and approve the attached resolution for a Conditional Use Permit and Final Development Plan for a Planned Unit Development that would allow construction of an automobile dealership at 1550 78th Street East.

RESOLUTION NO. 11473  
 RESOLUTION APPROVING A FINAL DEVELOPMENT PLAN AND  
 CONDITIONAL USE PERMIT FOR A PLANNED UNIT DEVELOPMENT  
 AT 1550 78TH STREET EAST

Motion carried 5-0. This resolution appears as Resolution No. 11473.

Councilmembers thanked Morrie’s Auto Group for their work on the project and with staff, welcomed them to Richfield and agreed they will be wonderful neighbors.

<b>Item #8</b>	<b>CONSIDERATION OF THE APPROVAL OF A RESOLUTION PERTAINING TO FILING OF THE PAY EQUITY REPORT WITH THE MINNESOTA MANAGEMENT AND BUDGET DEPARTMENT AND THE APPROVAL OF A RESOLUTION APPROVING THE REVISED 2018 GENERAL SERVICES COMPENSATION PLAN TO REFLECT THE ELIMINATION OF A STEP IN THE GS1 THROUGH GS6E PAY GRADES. (S.R. NO. 23)</b>
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Councilmember Trautmann presented Staff Report No. 23.

M/Trautmann, S/Elliott to adopt a resolution pertaining to filing of the Pay Equity Report with the Minnesota Management and Budget Department and adopt a resolution approving the revised 2018 General Services Compensation Plan.

RESOLUTION NO. 11474  
RESOLUTION RELATING TO THE 2018 GENERAL SERVICES  
SALARY COMPENSATION PLAN

Motion carried 5-0. This resolution appears as Resolution No. 11474.

<b>Item #9</b>	<b>CONSIDERATION OF: 1. APPROVAL OF THE FINAL PLANS AND SPECIFICATIONS FOR THE 66TH STREET STREETSCAPING PROJECT (CP41009); AND 2. AUTHORIZING STAFF TO ADVERTISE FOR BIDS. (S.R. NO. 24)</b>
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Councilmember Howard presented Staff Report No. 24.

M/Howard, S/Regan Gonzalez to approve final plans and specifications for the 66th Street Landscaping Project (CP 41009) and authorize staff to advertise for bids.

Motion carried 5-0.

<b>Item #10</b>	<b>DISCUSSION REGARDING CITY COUNCIL ATTENDANCE AT THE 2018 NATIONAL LEAGUE OF CITIES (NLC) CONFERENCES. (S.R. NO. 25)</b>
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Mayor Elliott presented Staff Report No. 25.

Councilmembers discussed their interest in attending either of the conferences.

M/Elliott, S/Garcia designated no Councilmembers to attend the March 11-14, 2018 NLC Congressional City Conference in Washington, D.C. and reserved designation to the November 7-10, 2018 NLC City Summit in Los Angeles, CA for a later date.

Motion carried 5-0.

<b>Item #11</b>	<b>CONSIDERATION OF DESIGNATING REPRESENTATIVES TO SERVE AS THE 2018 LIAISONS TO VARIOUS METROPOLITAN AGENCIES AND CITY COMMISSIONS. (S.R. NO. 26)</b>
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Mayor Elliott presented Staff Report No. 26.

Council discussed appointing Councilmember Trautmann as the liaison to commissions, as he was elected mid-year in 2017.

M/Elliott, S/Garcia to designate City Council liaison appointments to various metropolitan agencies and City commissions for 2018.

Motion carried 5-0.

<b>Item #12</b>	<b>CONSIDERATION OF APPOINTMENTS TO CITY ADVISORY COMMISSIONS. (S.R. NO. 27)</b>
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Councilmember Trautmann presented Staff Report No. 27 and read the names of the individuals appointed to each commission.

M/Elliott, S/Trautmann to appoint persons to fill the expiring or vacant terms on City advisory commissions.

Motion carried 5-0.

<b>Item #13</b>	<b>CITY MANAGER’S REPORT</b>
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City Manager Devich discussed scheduling the legislative breakfast and the great response of applicants for City advisory commissions.

<b>Item #14</b>	<b>CLAIMS AND PAYROLLS</b>
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M/Garcia, S/Elliott that the following claims and payrolls be approved:

<b>U.S. Bank</b>		<b>01/23/18</b>
A/P Checks: 265050 - 265464	\$	1,381,491.27
Payroll: 133472 - 133807		<u>605,735.12</u>
TOTAL	\$	1,987,226.39

Motion carried 5-0.

**OPEN FORUM**

None.

<b>Item #15</b>	<b>ADJOURNMENT</b>
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The meeting was adjourned by unanimous consent at 7:58 p.m.

Date Approved: February 13, 2018

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Pat Elliott  
Mayor

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Jared Voto  
Executive Aide/Analyst

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Steven L. Devich  
City Manager