

MINUTES

1. CONVENE CITY COUNCIL REGULAR MEETING

Mayor Zerby called the meeting to order at 7:00 P.M.

Due to the Centers for Disease Control's recommendation limiting the number of people present at a meeting, and pursuant to MN Statute 13D.02, the Shorewood City Council meeting was held via electronic means.

A. Roll Call

Present: Mayor Zerby; Councilmembers Johnson, Labadie (arrived at 7:02 p.m.), Siakel, and Sundberg; City Attorney Keane; City Administrator Lerud; City Clerk/HR Director Thone; Finance Director Rigdon; Planning Director Darling; Planning Technician Notermann, and City Engineer Budde

Absent: None

B. Review Agenda

Sundberg moved, Johnson seconded, approving the agenda as presented.

Roll Call Vote: Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

2. CONSENT AGENDA

Mayor Zerby reviewed the items on the Consent Agenda.

Councilmember Labadie joined the meeting.

Johnson moved, Sundberg seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.

- A. City Council Work Session Meeting Minutes of August 24, 2020**
- B. City Council Regular Meeting Minutes from August 24, 2020**
- C. Approval of the Verified Claims List**
- D. Primary Election Update**
- E. Approve Appointment of David Garske to Park Commission, Adopting RESOLUTION NO. 20-095, "A Resolution Making an Appointment to the Shorewood Park Commission."**

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 2 of 13

- F. **Approve Change Order #1 for Public Works Roof Project, City Project 19-06, Adopting RESOLUTION NO. 20-096, “A Resolution Approving Change Order #1 for the Public Works Roof Replacement Project, City Project 19-06.”**
- G. **Accept Improvements and Authorize Final Payment for the 2019 Mill and Overlay Project, City Project 19-02, Adopting RESOLUTION NO. 20-097, “A Resolution Accepting Improvements and Authorizing Final Payment for the 2019 Mill and Overlay Project, City Project 19-02.”**
- H. **Set Truth-in-Taxation Public Meeting Date, Adopting RESOLUTION NO. 20-098, “A Resolution Selecting the Truth-in-Taxation Public Meeting Date.”**
- I. **Approve Hiring Shorewood Community and Event Center Attendant**

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

3. MATTERS FROM THE FLOOR

Alan Yelsey, 26335 Peach Circle, noted that he had lived in Shorewood for thirty-five years on both Grant Lorenz and Peach Circle. He stated that he understands tonight’s meeting will not be discussing the Western Shorewood water issues, but wanted to speak up about. He stated that he has great respect for everyone involved in the stormwater project and feels the City is attempting to be proactive and attempting to solve a whole series of problems that have been with the City for quite some time. He stated that there are a number of issues that seem to be causing difficulty and he feels will continue to cause difficulty if not addressed. He stated that the major point he would like to make is that he believes that calling this “stormwater management” is an incorrect way to refer to these projects because there are more water issues than just stormwater. He gave examples such as spring melt and the water table also being an issue. He stated that he does not see a full, systemic approach to these projects. He stated that something does not feel right to him. He asked what are the objectives and principles relating to homeowners that have issues with water. He stated that he does not see a master set of objectives, nor does he see principles involved in how the City intercedes to help correct water related problems. He stated that there have been baselines established of where and when flooding has occurred, what the weather events were, the topography, who was impacted, how often, or how severe. He stated that he sees it peripherally in some of the engineering reports, but does not see it as a studied, well put together baseline and timeline of the issues involved including the mitigating factors, such as weather events. He stated that he would like to see a comprehensive mapping of this kind of information. He stated that he feels this information is part of the rationale for why the City is doing all of this work and spending significant resources on it. He stated that he would like to know who is accountable for these projects and noted that he doesn’t want it to be the engineering contractor. He stated that he does not see a report that shows what has been done, what the City has learned, what was done well, and what was not done well. He stated that he also does not see what other towns are doing or best practices around the country. He stated that if the City chooses to do a pond, he would love to see someone who has done a pond, for example, explain to the City why it did or didn’t work and that it was successful. He stated that this appears to be driven by an engineering effort that may be driven by the Minnehaha Creek Watershed District. He stated that he has not seen any organization tell us that the City has a problem and has to do something about it. He stated that he does not want the citizens to be behind the curve and sitting back watching the engineering proceed. He noted that no one has asked him to participate or to contact the City Council other than on his own initiative. He stated

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 3 of 13

that he is representing the neighbors that he communicates with in his area and they would like to see a more studied effort at the highest level to set the stage for this so the City does not make a mistake and spend its resources unwisely. He reiterated that he understands that is probably the Council's intention as well, but he sees this as being engineering driven more than anything else. He asked if the City was compliant with all the regulatory bodies and if that is the driver for this project, he would like to see more evidence before moving ahead. He stated that with regard to Freeman Park, he would like to make sure that the City is not polluting the watershed and becoming part of the problem. He stated that he believes zoning has been the issue here because the City allowed development and did not take care of the water issues and would like to see that remedied.

Mayor Zerby noted that he believes Mr. Yelsey has raised a lot of good points. He asked Mr. Yelsey to look through the information the City has and help communicate the information to the citizens. He welcomed Mr. Yelsey to sit down with himself and City Engineer Budde this week to try to get a better understanding surrounding some of his concerns. He stated that all of the responsibility lies on the Council, but the Councilmember are not engineers and do have to rely on guidance from experts.

Mr. Yelsey thanked Mayor Zerby for that invitation and stated that he would be setting something up with him.

Councilmember Siakel stated that although Mr. Yelsey may see this project as engineering driven, it originated from residents coming and talking about the issues related to water throughout the City. She explained that the Council has tried to address water issues globally throughout the City rather than just trying to solve them in a piecemeal fashion. She explained that the intent was to get an engineering eye on it so the City could put together a comprehensive plan and then involve other agencies, such as Pollution Control and the Minnehaha Watershed District. She stated that the goal of the Council is to solve issues for the residents, but also to involve them in the process. She noted that she had driven down Peach Circle and they do have ponding as well as some surface water issues and her hope is that is something that would corrected with establishing this pond and is not just one engineering feat, it really is being looked at globally with a long-lasting solution that is good for many residents in the surrounding area. She stated that ultimately, all the water goes to Lake Minnetonka, so the end result is to clean that up so what is discharged into the lake is cleaner.

Mr. Yelsey stated that he agreed with everything stated by Councilmember Siakel. He stated that he is attempting to be a systemic planner alongside the City and is not just representing himself. He stated that to use Shorewood Oaks as an example, he does not see anything other than the report saying that there was an incident in 2014 where it backed up and does not see any other evidence of any issues. He stated that he would like see the City create a trail of information, knowledge and proof about the issues the City is facing. He stated that there is not detailed information that tells anyone how big the problem is, the timeline, the measurements, or topographical maps for the location of the clay.

Councilmember Johnson stated that the last time Mr. Yelsey's neighborhood was on the agenda this past summer, he made the offer after the meeting to go to the neighborhood and talk with the residents. He stated that he believes he has met with almost the entire neighborhood. He stated that he is happy to meet with those he has not yet met, which he believes is just Mr. Yelsey and one other neighbor, and walk through the site and give some background information and hear his concerns.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 4 of 13

Mr. Yelsey noted that he appreciated that offer, but feels this is less about his individual issues and more about making sure the City spends its resources wisely so everybody is taken care of.

4. PUBLIC HEARING

5. REPORTS AND PRESENTATIONS

6. PARKS

A. Review Change Order No. 1 for Badger Park Tennis Courts, City Project 20-01

City Engineer Budde explained that final plans and specifications were completed and bid for the Badger Park tennis court. He stated that it had included replacement of the existing galvanized chain link fencing. He stated that some of the Parks Commission members discussed the possibility of upgrading the fencing to blank vinyl coated chain link fence. He explained that both types of fencing can be found within Badger Park. He stated that staff had requested a quote for this upgrade which is sixteen thousand five hundred twenty dollars. He reviewed the pros and cons of galvanized chain link versus black vinyl coated chain link. He noted that staff is recommending approval of the change order to upgrade the fencing.

Councilmember Siakel stated that she thinks the upgraded fencing will fit with the park and will align well with the other improvements that have been done.

Councilmember Johnson asked about City Engineer Budde's comment about the con to the black vinyl chain link fence is that it would be prone to weathering and cracking in high use areas. He asked if that would apply to areas that were constantly being hit by tennis balls.

City Engineer Budde stated that it would be more in areas where oils from hands are in contact with the fencing which makes the materials brittle and more prone to cracking. He stated that he does not foresee that being much of a problem for the tennis court because it is not an abrasion issue. He stated that the only area he can see where it may be a slight issue is at the gates because people will touch that area more frequently.

Councilmember Johnson stated that Badger Park is really the shining example of where the City is heading with its parks and noted that he would support this upgrade.

Councilmember Labadie asked about the possibility of the galvanized fencing rusting more quickly.

City Engineer Budde stated that the fencing that was in place at the tennis court, was 40 years old. He stated that it looked to be in pretty decent shape mostly because it is not exposed to too many elements such as salt. He stated that there is a sidewalk now, so if the sidewalk is salted and gets blown onto the tennis court, that is where you will begin to see the rust happen.

Councilmember Johnson stated that he understands the price for upgrade, but asked for the pricing of the galvanized fencing.

City Engineer Budde stated that he believes it was around fifty thousand dollars for the whole fencing system.

Councilmember Labadie stated that the memo states that “several Park Commissioners discussed upgrading the fence” and asked Planning Director Darling if this has come to a vote before the Parks Commission.

Planning Director Darling stated that it was just discussed in passing and does not believe they had a formal recommendation. She stated that enough of them were commenting on it, so she believes that a majority of them would favor this upgrade.

Johnson moved, Siakel seconded, Approving Change Order #1 for an Upgrade of the Proposed Galvanized Chain Link Fence System to a Black Vinyl Coated Chain Link Fence System, Adopting RESOLUTION NO. 20-099, “A Resolution to Approve Change Order #1 for City Project 20-01.”

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

7. PLANNING

A. Update Pandemic Procedures for Unlicensed Rental Housing

Planning Director Darling stated that back when the pandemic first began and the City put its emergency procedures in place, the City stopped doing in-house inspections for rental licenses for any homes that are currently occupied. She stated that it has now been six months and there are several requests for rental licenses for properties that cannot be inspected. She stated that she believes the City should begin moving forward and put a plan in place to move ahead with approval of the licenses. She stated that staff still does not think it is safe to fully inspect rental housing when there is a family in residence. She stated that they would like to have life safety issues taken care of so they will still require the furnace inspection results so they know the City is approving a home that has a working heating system. She stated that they will also still require well water testing for any home on a private well so the City knows they have safe drinking water. She stated that rather than a full inspection, at this point, they will ask for a letter from the owner saying that they have installed the smoke and CO detectors to code. She stated that the rental licenses would be issued subject to the condition that they have an inspection taken care of by July of 2021. She stated that staff believes this is the best approach they have been able to come up with for the time being.

Councilmember Siakel asked what kinds of things are inspected when they go inside the home.

Planning Director Darling stated that usually they looking for life safety issues, such as windows being able to open and shut with screens. She stated that they don't want to see obvious signs of vermin or electrical system faults such as bare wiring. She stated that they also look for safe accesses for up and down stairways and other basic, life safety issues such as handrails in stairwells, hot water in the kitchen and that the surfaces are capable of being cleaned.

Councilmember Sundberg asked if video conferencing would enable the inspections to happen for the types of things Planning Director Darling just mentioned.

Planning Director Darling stated that she thinks that it would be harder to issue a license based on a video conference call because it is a three year license. She stated that a video conference would provide a way for the landlord to be less than truthful.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 6 of 13

Councilmember Sundberg asked if it could be changed to just be a one year approval rather than three year.

Planning Director Darling stated that to do a full license approval for less than three years would require a Code amendment. She stated that under the pandemic, she thinks making a requirement that they have their inspection done by July of 2021, will take care of this issue.

Siakel moved, Labadie seconded, Accept the Updated Pandemic Procedures for Unlicensed Rental Housing, as presented by staff.

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed**

B. Request for Extension for Code Compliance at 20430 Radisson Road

Planning Technician Notermann noted that City Code Section 104 allows property owners the ability to request thirty additional days if they are unable to correct or abate their code offenses which is what the next two agenda items are addressing. She stated that in May of 2020, the City received a complaint regarding this property stating that they felt this property was a public nuisance because of a lack of maintenance and discarded debris. She showed pictures of the property that were taken in May and noted that when it was inspected in May, the City found the concerns to be valid. She stated that the City reached out to the property owner in July and indicated a deadline of August 20, 2020 to clean up the property. He stated that the property owner has sent in a written request for additional time but staff wanted to note that the property owner has not made any effort to clean up the property in the time already given to him. She stated that the property owner did indicated that he was on vacation at the time that the letter was received and had lined up a contractor to help resolve the violations, but the contractor ended up contracting COVID-19. She stated that staff recommends allowing an extension to September 30, 2020.

Councilmember Johnson asked if any of the different violations had been remedied at this point.

Planning Technician Notermann stated that staff has not seen any progress on any of the issues on the property.

Councilmember Siakel asked if the resident has responded other than what was included in the packet.

Planning Technician Notermann stated that staff spoke with him on the phone one time right before the City received this e-mail, but that was the only time the City has heard from him.

Councilmember Siakel stated that to be consistent, she feels the City has met in the middle and given property owners a few extra weeks in order to show some progress and if there is progress, then the City can work with them. She reiterated that they have to show progress and agrees that the City needs to set a deadline and suggested allowing them to mid-October.

Councilmember Labadie stated that she agreed and was also thinking about setting a small deadline to allow the homeowner to show some progress.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 7 of 13

Councilmember Sundberg stated that staff has recommended a deadline of September 30, 2020. She stated that she would support the deadline suggested by staff, but noted that the property owner has not yet shown good faith and made any effort to remedy the issues.

Councilmember Siakel stated that she would like to see progress by September 30, 2020 and completion no later than October 15, 2020.

Councilmember Sundberg stated that she would like to see everything completed by September 30, 2020.

City Administrator Lerud stated that September 30, 2020 is ten days after what the property owner had requested, because they had asked for an extension to September 20, 2020.

Planning Technician Notermann reviewed what the property owner is being asked to take care of on the property.

Councilmember Johnson asked if there was progress shown by September 30, 2020 but it was not completed, whether the property owner could request another extension.

Councilmember Siakel stated that she feels if the Council says September 30, 2020, they should mean September 30, 2020. She expressed concern with moving the deadline too far into October because of possible weather issues related to snow and ice.

Planning Technician Notermann stated that the property owner seemed confident that they would be able to take care of the issues by their requested September 20, 2020 date, however, the City has not seen any progress and it is already September 14, 2020.

Councilmember Sundberg stated that she does not see the need to give any more leniency than what is being proposed by staff.

Johnson moved, Sundberg seconded, Approve the Request for Extension for Code Violations at 20430 Radisson Road to September 30, 2020, Adopting RESOLUTION NO. 20-100, “A Resolution Approving a Request for Extension to a Correct Code Violations for Property Located at 20430 Radisson Road.”

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

C. Request for Extension for Code Compliance at 20980 Ivy Lane

Planning Technician Notermann stated that the City received a complaint in July regarding the fence in the front yard abutting Ivy Lane that it was too tall and too close to the road. She stated that staff inspected it and one-year noted that the fence is built within the right-of-way and the property owner did not get a permit to construct the fence. She stated that the fence does not meet any of the requirements for setback or height for a front yard fence. She showed a photo that was taken on July 16, 2020 of one panel, but noted that when she revisited the property in August on her way to a different inspection, she noticed that there are now two panels that have been put up. She stated that the City sent a notice of violation in August and was given until August 24, 2020 to resolve the violation and the property owner has requested an extension of 90 days. She stated that staff is recommending denial of this request.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 8 of 13

Councilmember Johnson noted that he drove over to take a look at this property after receiving the e-mail about some aggressive dogs. He stated that he does not see how this L shaped panel on the corner of the lot will help in an aggressive dog situation. He stated that the e-mail referenced that calls to the police have gone from three to zero, but does not see the logic of how this L shaped fence would solve that problem.

Planning Technician Notermann stated that the property owner has mentioned the dogs across the street many times and explained that this fence is to prevent them from coming onto his property.

Councilmember Siakel stated that she would like to see the Council treat people consistently, so there needs to be a remedy before the snow falls. She stated that this property owner can still install a fence, but will need to apply for a permit and meet the appropriate guidelines.

Mayor Zerby stated that the fence could follow the rules and be placed in the appropriate position and still prevent the dogs from accessing this property.

Councilmember Sundberg stated that she agrees with Councilmember Johnson and does not see the advantage of that fence in relation to the dogs. She stated that she agrees with staff's opinion that remedying this situation should be quite easy in removing what has already been put up.

Councilmember Siakel suggested allowing them until September 30, 2020 in order to take down the fence.

Siakel moved, Sundberg seconded, To Direct Staff to Communicate with the property owner at 20980 Ivy Lane to allow until September 30, 2020 to dismantle and take down the fence that does not meet code. Adopting RESOLUTION NO. 20-101, "A Resolution Approving a Request for Extension to Correct a Code Violation for Property Located at 20980 Ivy Lane."

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

Councilmember Johnson noted that the e-mail from Mr. Nelson referenced that there are illegal renters living across the street and asked if that is something that the City will check on.

Planning Technician Notermann stated that she and Planning Director Darling are looking into the allegation, but to this point they have not been able to verify that there is anyone renting that house.

8. ENGINEERING/PUBLIC WORKS

A. Authorization for Preparation of Plans and Specifications for 2021 Mill and Overlay, City Project 20-08

City Engineer Budde gave an overview of the Mill and Overlay Project outlined in the Capital Improvement Plan. He stated that as part of this project, the project will include adjusting watermain valves, sanitary sewer and storm castings as well as evaluating any drainage concerns that have been identified for staff or residents. He explained that concrete curb is typically only replaced with these projects if there are significant cracks or where water sits in the curb and extends onto the bituminous surface. The proposed roadways are: Manor Roadway (East), Grant

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 9 of 13

Lorenz Road – near Mountain Boulevard, Old Market Road, Covington Road, Radisson Road (from 21115 and East), Radisson Inn Road, Sweetwater Curve, Peach Circle, Seamans Drive, Idlewild Path, Brant Circle, and West 62nd Street.

Mayor Zerby asked if the City was working with other nearby cities that share these roadways regarding the possibility of working with them on these projects and gave the example of working with Deephaven on Manor Road.

City Engineer Budde stated that Deephaven had reached out just after this plan was put together, so the streets do not correlate right now. He noted that he is planning to bring it up and discuss this with staff as they continue their CIP discussions in the near future to see how the City should address that situation.

Mayor Zerby stated that he is hoping that there will be a more cohesive approach that allows for a longer timeframe so these projects are not sprung on cities and can be worked into their schedule and the budget.

Councilmember Johnson asked about West 62nd Street plans. He stated that as part of the Boulder Cove project, it was his understanding that this street is half Shorewood property and half Chanhassen and Victoria property.

City Engineer Budde stated that he believes that is correct and the City will have to communicate with those communities regarding this project.

Councilmember Johnson asked if the neighboring cities would kick in their fair share or if they will get a free half-a-road out of this project.

City Engineer Budde stated that he thinks the question needs to be asked of them.

City Administrator Lerud stated that the City will reach out to Chanhassen regarding West 62nd Street and noted that they should pay their fair share. He stated that if they choose not to do that, the City will evaluate whether this street should be included on the mill and overlay schedule for 2021.

Siakel moved, Labadie seconded, Adopting RESOLUTION NO. 20-102, “A Resolution Authorizing Preparing Plans and Specifications for the 2021 Mill and Overlay Project, City Project 20-08.”

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

9. GENERAL/NEW BUSINESS

A. Adoption of the Preliminary 2021 General Fund Operating Budget and Property Levy

Finance Director Rigdon reviewed some of the budget changes from 2020 to 2021 and noted that this includes: a two percent increase in the levy; an administrative assistant position moving from half-time to full-time; an increase in the Communications/Recycling Coordinator position from .08 to full-time; a three percent increase in COLA; and an increase from one thousand one hundred eight dollars to one thousand two hundred thirty dollars per month for employer contributions

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 10 of 13

toward insurance premiums. He noted that the revenues are currently budgeted at five million four hundred sixty-two thousand, nine hundred thirty-eight dollars which is a sixteen point five percent decrease from the 2020 budget. He stated that this number is somewhat misleading because the City is not levying directly to various capital projects and debt service funds. He stated that if you actually compare “apples to apples” the General Fund levy will be up zero point nine percent for 2021. He explained that the overall General Fund expenditures are currently five million five hundred seventy-nine thousand, one-hundred twenty dollars which is a three point three percent increase from 2020. He stated that the City is planning to use a portion of its reserve funds to balance the budget. He reviewed the department level spending and transfers out for 2021 as well as revenues and transfers in. He stated that the total preliminary property tax levy is five million nine hundred seventy-three thousand, seven hundred forty-three dollars. He noted that there was a pretty healthy increase in tax capacity of about six point seven percent and the estimated tax capacity rate is estimated to decrease by four point seven percent. He explained that property owners that have no change in market value should experience a decrease of four point seven percent in the City portion of their overall property tax. He reviewed the tax assessment and levy timeline.

Councilmember Siakel stated that she feels Finance Director Rigdon has done an excellent job with the City budget and thinks the Council and staff have worked hard to put together a really solid budget.

Mayor Zerby echoed Councilmember Siakel’s sentiment regarding Finance Director Rigdon. He thanked him for his concise and clear explanations.

Councilmember Siakel stated that in years past, the City has added a percent point to the preliminary budget and levy, just to be sure things are covered, since it can be decreased at year end and asked if the City should consider that.

Finance Director Rigdon noted that he thinks the City will be fine and will not have to pad the budget to be safe.

Councilmember Johnson stated that with the uncertain future and not knowing if there will be further CARES Act funding, he would entertain increasing by a percentage point at this point, since the City can always decrease it before year end, but cannot increase it.

City Administrator Lerud stated that he thinks the City was conservative in its use of the CARES funds when they put this budget together knowing that there will be uncertainty next year, so there is still a bit of a cushion. He stated that staff feels very comfortable with the suggested two percent figure being the maximum levy proposal for 2021.

Siakel moved, Sundberg seconded, Adopting RESOLUTION NO. 20-103, “A Resolution Adopting the Preliminary 2021 General Fund Operating Budget and Property Tax Levy.”

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

- B. Accepting Settlement Agreement with WSB and Associates for Corrective Measures to the Smithtown Road Sidewalk Extension Project, City Project 14-10**

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 11 of 13

City Administrator Lerud explained that following the conclusion of the Smithtown Road sidewalk extension in 2015, there were four locations of special drainage features that had deteriorated. He stated that sections of sidewalk had heaved and curbing had deteriorated. He explained that after investigating the design and the conditions, a proposed agreement has been developed between the City and WSB. He stated that if this agreement is approved, construction to remove the existing structures and replace the subgrade materials would occur within the next few weeks. He stated that the cost associated with this work will be paid by WSB.

Siakel moved, Labadie seconded, Adopting RESOLUTION NO. 20-104, “A Resolution Accepting Settlement Agreement with WSB and Associates, Inc. for the Smithtown Road Sidewalk Extension Project, City Project 14-10.”

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

C. Approve Contract for Repair Work on Smithtown Catch Basins

City Administrator Lerud stated that there were three quotes provided for the work required on the previous agenda item. He explained that the low bid was from G.F. Jedlicki and staff recommends approval. He stated that staff has reviewed the proposed corrective work and Public Works Director Brown has signed off on it.

Johnson moved, Siakel seconded, Adopting RESOLUTION NO. 20-105, “A Resolution Accepting Quote and Awarding Contract for the Smithtown Road Catch Basin Improvements.”

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

10. STAFF AND COUNCIL REPORTS

A. Administrator and Staff

1. Update on the Mill Street Trail Delay

Planning Director Darling stated that she has been working on the Mill Street Corridor Trail Committee for a few years and unfortunately, there are some delays in the design phase due to the pandemic. She stated that the trail has not been deleted from the County CIP, but has been delayed by about two years.

Councilmember Siakel asked if there was another comparable project that the City could move up on the list since there is a delay.

City Administrator Lerud stated that virtually the entire project was to be paid by Hennepin County and not the City.

2. Update on Woodside Road/Lane Reclamation Project

City Administrator Lerud explained that Public Works Director Brown is out sick tonight, so he will give the update in his stead. He stated that the Woodside project continues with water services installation which began today. He stated that the City did a seven to seven shut down and will be changing that to nine to three so people have more access to their property. He stated that

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 12 of 13

they are looking to see if they can get a second water service installation crew on site so it can move along more quickly.

3. Update on Enchanted and Shady Island Reclamation Project

City Administrator Lerud stated that the islands have been reclaimed and the roads are being graded and paving is tentatively set to begin on September 18, 2020.

4. General Election Update

City Clerk Thone stated that the General Election will take place on Tuesday, November 3, 2020. She noted that the Primary Election saw a thirty percent voter turn-out which is pretty typical. She stated that fifty-four percent of the primary voters, voted via absentee ballot, which was a significant increase from the past. She stated that they are expecting to see similar percentages for the General Election. She explained that absentee voting for the General Election begins September 18, 2020 at City Hall and Hennepin County Election Offices. She stated that the City Hall voting hours are Monday through Friday 8:00 a.m. to 4:30 a.m. and the Saturday before the election, October 31, 2020 from 10:00 a.m. to 3:00 p.m. She noted that the direct balloting period will begin October 27, 2020 through November 2, 2020 which is where voters can feed their ballots directly into the ballot counter themselves. She stated that they will be encouraging curbside voting which will be available at the City. She asked if people are interested in this form of voting to make sure that they call first to ensure that there are two deputized election staff members present. She stated that staff would like to ask everyone to be patient with this process and to follow the mask mandates and social distancing. She stated that they have also added a ballot drop box at City Hall which is a new option. She explained that if residents choose this option, they are limited to bringing in three ballots, their own, plus two others. She stated that absentee ballots will begin getting mailed out starting on September 18, 2020.

Mayor Zerby asked for this information to be shared on the front page of the City website so it is easy for residents to find.

Other

City Engineer Budde noted that they will be paving the Badger Park Tennis Court on September 15, 2020.

Mayor Zerby stated that the police department has a very nice electronic sign that they have been using to warn people about the bridge work and suggested that perhaps it could be used for some of the other City road projects.

B. Mayor and City Council

Councilmember Johnson stated that he had received a few requests from Shorewood Oaks residents to know the status of their project. He asked if City Engineer Budde would be willing to take a drive over and meet with a few residents.

City Engineer Budde stated that he had been waiting to discuss the project with Public Works Director Brown in a bit more detail, which happened late last week. He stated that he is planning to present at the next Council meeting, but is happy to meet the residents or share information with Councilmember Johnson to pass along.

CITY OF SHOREWOOD REGULAR COUNCIL MEETING MINUTES

September 14, 2020

Page 13 of 13

Councilmember Labadie stated that Movie in the Park was on August 28, 2020 and complimented all the staff that worked so hard to put that together. She stated that it was a really great, well attended event that showed *Back to the Future*. She reiterated that it was a really nice night and commended Park and Recreation Director Grout, Communications Director Moore, and the Park Commission because she thought it was a really great choice of a movie.

Councilmember Johnson stated that he thought it was also a great idea to spray paint on the grass to ensure everyone social distanced appropriately.

11. ADJOURN

Johnson moved, Labadie seconded, Adjourning the City Council Regular Meeting of September 14, 2020, at 8:32 P.M.

Roll Call Vote: Labadie, Johnson, Siakel, Sundberg, Zerby voted Aye. **Motion passed.**

ATTEST:

Scott Zerby, Mayor

Sandie Thone, City Clerk