

MINUTES

COTTAGE GROVE CITY COUNCIL

**COUNCIL CHAMBER
12800 RAVINE PARKWAY SOUTH**

January 18, 2023

REGULAR MEETING - 7:00 P.M COUNCIL CHAMBER

1. CALL TO ORDER

The City Council of the City of Cottage Grove, Washington County, Minnesota, held a regular meeting on January 18, 2023, at Cottage Grove City Hall, 12800 Ravine Parkway. Mayor Bailey called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

The audience, staff, and City Council Members stood and recited the Pledge of Allegiance.

3. ROLL CALL

City Clerk Tammy Anderson called the roll: Mayor Bailey - Here; Council Member Dennis - Here; Council Member Khambata - Here; Council Member Olsen - Here; Council Member Thiede - Here.

Also present: Jennifer Levitt, City Administrator; Korine Land, City Attorney-LeVander, Gillen & Miller, PA; Tammy Anderson, City Clerk; Ryan Burfeind, Public Works Director; Gretchen Carlson, Director of Economic Development; Zac Dockter, Parks and Rec Director; Joe Fischbach, HR Manager; Pete Koerner, Public Safety Director; Brenda Malinowski, Finance Director; Amanda Meyer, City Engineer; Mike Mroska, Senior Planner; Emily Schmitz, Senior Planner/Interim Community Development Director.

4. OPEN FORUM

Mayor Bailey opened the Open Forum. He stated Steve Morris, a Council Member from Woodbury, would share some information with us.

Steve Morris, 4333 Bailey Lake Drive, Woodbury, MN, stated he was here on behalf of the Woodbury City Council. Our two communities have worked well together for many years, as staff and Councils have a history of working together towards mutual success and for the benefit of our combined communities. This partnership is strengthened by our mutual respect for each other and our willingness to reach out, ask questions, and

communicate. Our communities are stronger because of this and said thank you. Despite this history, members of the Cottage Grove City Council have repeatedly picked on the Woodbury City Council Members, as evidenced by this year's fantasy football league in which no member of the Woodbury team won a single game against any of the Cottage Grove folks. The Cottage Grove City Council and staff also handily defeated Woodbury at a joint workshop last year at the HERO Center in a marksmanship challenge; they also took note of that. What brought him here tonight is a hard fought wager and bet with our mutual South Washington County High Schools when the Park boys' hockey team defeated the East Ridge Raptors; it required his attendance here tonight to satisfy the wager. On behalf of the Woodbury City Council, he offered well-earned doughnuts, a tasty treat for your long Council Meeting tonight. He added that they were purchased from the amazing Dorothy Ann Bakery in Woodbury, MN, noting that the doughnut colors are East Ridge gold and black. He presented the box of doughnuts to Mayor Bailey, and Mayor Bailey thanked him.

As no one else wished to address the Council, Mayor Bailey closed the Open Forum.

5. ADOPTION OF AGENDA

Council Member Dennis made a motion to adopt the agenda; second by Council Member Olsen. Motion carried: 5-0.

6. PRESENTATIONS - None.

7. CONSENT AGENDA

- A. Approve the December 21, 2022 City Council Special Meeting minutes.
- B. Approve the December 21, 2022 City Council Regular Meeting minutes.
- C. Adopt Resolution 2023-013 authorizing renewal of business licenses for 2023.
- D. Authorize entering into an agreement with Judith Graf for transcription services for 2023.
- E. Approve the CivicPlus Master Services Agreement for Agenda Management Software.
- F. Authorize the issuance of a single-occasion gambling permit to John Mark Graham, on behalf of Trophies of Grace Northern Division, to hold a raffle on April 1, 2023, at Furber Farm, 7310 Lamar Avenue South.
- G. Approve the issuance of rental licenses to the properties listed in the attached table.
- H. Adopt Resolution 2023-009 awarding the quote for the 7387 65th Street Water Service work to Capra's Utilities, Inc. in the amount of \$12,495.00, and execute the Deferred Assessment Waiver Agreement.
- I. Adopt Resolution 2023-008 awarding the quote for the signal pole and mast arm infrastructure for the East Point Douglas Road and Jamaica

Avenue Project to Millerbernd Manufacturing in the amount of \$127,450.00.

- J. Adopt Resolution 2023-007 requesting Minnesota State Aid advanced funding for the East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Modifications Project.
- K. 1) Authorize Resolution No. 2023-012 supporting legislative authorization for approval of a local sales and use tax. 2) Authorize University of Minnesota Local Option Sales Tax agreement. 3) Authorize Legislative Support Services agreement with Flaherty & Hood, P.A.
- L. Approve the East Metro Public Safety Training Facility Use Agreement between the East Metro Public Safety Training Facility Association and the City of Cottage Grove Public Safety Department.
- M. Accept and approve the donation in the amount of \$10,000.00 from the Cottage Grove Public Safety Board.
- N. Accept and approve the grant donation in the amount of \$7,500.00 from the United States Police Canine Association.
- O. Nominate Sharon Doucette to the South Washington Watershed District Board of Managers for a second three-year term.
- P. Approve the Antenna Site Lease Agreement with DISH Wireless and authorize the appropriate City officials to execute the lease and any related documents.

None of the Council Members wished to pull any items for further comment and/or discussion.

Motion by Council Member Olsen to approve the Consent Agenda; second by Council Member Thiede. Motion carried: 5-0.

8. APPROVE DISBURSEMENTS

- A. Approve payments for the period of 1-01-2023 through 1-13-2023 in the amount of \$2,169,924.30.

Motion by Council Member Dennis to approve disbursements; second by Council Member Khambata. Motion carried: 5-0.

9. PUBLIC HEARINGS - None.

10. BID AWARDS - None.

11. REGULAR AGENDA

- A. Southeast Industrial Park 3rd Addition and RJ Schinner-Preliminary Plat, Final Plat, and Site Plan Review

Staff Recommendation: 1) Adopt Resolution 2023-010 approving the preliminary plat and final plat to be called Southeast Industrial Park Third Addition, which includes one 12.66-acre development lot, one 5.84-acre outlot for future development. 2) Adopt Resolution 2023-011 approving the Site Plan Review for an industrial development on Lot 1, Block 1, Southeast Industrial Park Third Addition to include approximately 126,200 square feet and a future expansion of 78,800 square feet.

Emily Schmitz, Senior Planner, stated the Applicant, Opus Development on behalf of RJ Schinner, has submitted two requests: 1) The Preliminary and Final Plat for the final Southeast Industrial Park parcel at the end of 91st Alcove; 2) A Site Plan Review for a proposed building of about 126,000 square feet, with an opportunity for future expansion of an additional 78,000 square feet.

Planner Schmitz reviewed the history of this acreage from 2018 through 2021; with the one site left, RJ Schinner is interested in constructing their distribution facility. They will speak about their operations/development. Outlot A will continue to be owned by RJ Schinner should they need that area for even further expansion, or if they find a different user, that will come before the Council as an additional Site Plan.

Site Plan Review

Access & Parking: 63 parking stalls required, 39 proposed, but their activity on the site doesn't require many employee parking stalls; we recognized with proof of parking if there's a time when they need additional spaces, we'll work with them. That's a condition of approval this evening. Hillcrest Development worked into their agreements with both North Star Sheets and RJ Schinner as they navigate owning these parcels to ensure maintenance on 91st Alcove, as well as any of the pedestrian walkways; 91st Alcove is public right-of-way, but it is privately maintained.

Tree Preservation & Landscaping: We worked through the tree inventory: 1,978 inches of permitted removal and they're proposing removal of 1,046 inches. Their landscaping will be focused on the west side of their project area, which is adjacent to Hamlet Park.

Architecture: Precast panels include texture and color adjustments throughout long stretches of walls. There will also be windows and some canopies at the entrances to again break up the long walls.

Schmitz stated representatives from Hillcrest, Opus, and RJ Schinner, as well as City staff, are here tonight to answer specific questions about the projects.

Joe Mahoney, Opus Development, 10350 Bren Road West, Minnetonka, stated they were very happy to be here again, as they've had great success and enjoy working with the City of Cottage Grove. They're building in this Business Park as well as Renewal by Andersen and a few other properties throughout the community. He stated Planner Schmitz did a great job explaining the project, but if there are any questions he or their civil engineer, will answer them.

Mike Wentland, Vice President of Operations for RJ Schinner, said they're very excited as they've outgrown their current warehouse. When we told our employees we were moving to Cottage Grove, many of them were very happy about that; he thought

they made a great decision and can't wait to get going on this project. They very much need the space and hope to continue and grow with Cottage Grove.

Council Member Thiede stated this area is kind of tucked back behind North Star Sheets, so he asked how many trailers or trucks they're going to have going in and out of there in a day.

Vice President Wentland replied they run a traditional distribution center so will have inbound trucks probably in the neighborhood of ten per day, then they have eight-or-nine trucks that they use to make deliveries. So, those trucks will be parked there overnight, and then they'll leave in the morning, will be gone all day, and then come back to be reloaded.

Council Member Thiede stated you'll obviously coordinate with North Star Sheets and their traffic. Vice President Wentland stated yes, they met with them, and they seem like they're very good people; he doesn't think that's going to be an issue at all.

Council Member Olsen thanked them for being here tonight, and told them they made the right decision working with Opus.

Council Member Olsen stated Planner Schmitz mentioned that he's a tree hugger, which is true; he likes trees because they provide that buffer between public spaces and private spaces, and you have that with your proximity to Hamlet Park. He encouraged them to be very cognizant of that because it will make a big difference to the residents and also the users of Hamlet Park.

Council Member Olsen stated they've really left themselves a lot of space for expansion, which he thought was wise. He asked what sort of timeline they had in place for initial construction, as well as ongoing growth.

Vice President Wentland replied regarding growth, right now they're in 75,000 square feet, and they have two auxiliary buildings, 20,000 and 16,000 square feet. They're a growing company, so not only are we going into 20,000 or 30,000 square feet maybe more than what we need because we want to be ready for that growth. We have the ability to go 78,000 and go well over 200,000, but we don't want to have to do this again. We want to grow where we're at in Cottage Grove.

Council Member Olsen asked what that would look like in terms of job growth. Vice President Wentland replied right now, we have 20-to-25 employees; he could definitely see that growing to 30-to-35 in the future, as long as we keep growing, which they plan to do.

Council Member Olsen stated we love to have good-paying jobs in Cottage Grove for people who are looking for something and want to work close to home. So, we're very grateful for that. Vice President Wentland stated we'll have sales meetings here so will use hotels, etc. here, too. Council Member Olsen stated we're grateful that you chose Cottage Grove, and we look forward to working with you.

Mayor Bailey stated if this gets approved tonight, he asked Vice President Wentland what their goal was as far as when they'd actually be opening. Vice President Wentland replied by the end of this year. Mayor Bailey stated it looks like it will be great.

Motion by Council Member Olsen to Adopt Resolution 2023-010 approving the Preliminary Plat and Final Plat to be called Southeast Industrial Park Third Addition, which includes one 12.66-acre development lot and one 5.84-acre Outlot for future development; second by Council Member Thiede. Motion carried: 5-0.

Motion by Council Member Khambata to Adopt Resolution 2023-011 approving the Site Plan Review for an industrial development on Lot 1, Block 1, Southeast Industrial Park Third Addition, to include approximately 126,200 square feet and a future expansion of 78,000 square feet; second by Council Member Dennis. Motion carried: 5-0.

Mayor Bailey welcomed them to Cottage Grove.

12. COUNCIL COMMENTS AND REQUESTS

Council Member Khambata stated we're about to have our sixth snowstorm in seven weeks. He wanted to reiterate his great appreciation for our Public Works and our Parks staff who are working overtime every week to make sure that our roads are passable and safe. Mayor Bailey agreed and asked Public Works Director Ryan Burfeind to pass that along to our Public Works team.

Mayor Bailey reminded the public that before the next Council Meeting, on Wednesday, February 1, at 6:00 p.m., he'll be giving the State of the City address. He's looking forward to sharing with the public many great things that have happened over the past year and many things that will be happening this year. Council has some things that we've not yet shared publicly about some opportunities for businesses that have announced that they're coming to Cottage Grove; so, come here in person or tune in that evening on cable access to hear what some of the new businesses in Cottage Grove will be.

Mayor Bailey thanked Woodbury Council Member Steve Morris for the friendly competition between our cities; it's a breath of fresh air to now have such a great working relationship with Woodbury. We'll continue to do that, and of course Cottage Grove will continue to win.

13. WORKSHOPS - OPEN TO PUBLIC - None.

14. WORKSHOPS – CLOSED TO PUBLIC - None.

15. ADJOURNMENT

Motion by Council Member Dennis, second by Council Member Thiede, to adjourn the meeting at 7:19 p.m. Motion carried: 5-0.

Minutes prepared by Judy Graf and reviewed by Tamara Anderson (City Clerk).