

CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
MONDAY, JANUARY 27, 2025

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL REGULAR MEETING

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

A. Pledge of Allegiance

B. Roll Call

Present. Mayor Labadie; Councilmembers Maddy, Sanschagrín, Gorham, and DiGruttolo; City Attorney Shepherd; City Administrator Nevinski; City Clerk/HR Director Thone; Planning Director Darling; Director of Public Works Morreim; Park and Recreation Manager Czech; Finance Director Schmuck, and, City Engineer Budde

Absent: None

C. Review Agenda

Sanschagrín moved, Gorham seconded, approving the agenda as presented.

Motion passed.

2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

Sanschagrín moved, Maddy seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein, with the removal of item D.

A. City Council Regular Meeting Minutes of January 13, 2025

B. Approval of the Verified Claims List

C. Hennepin County All-Hazard Mitigation Plan, Adopting RESOLUTION NO. 25-016, "A Resolution Approving Adoption of the Hennepin County 2024 Hazard Mitigation Plan."

~~D. Agreement Renewal for Davey Resource Group (moved to General New Business, 8.A.)~~

E. Cannabis Business Registration, Adopting RESOLUTION NO. 25-017, "A Resolution providing consent for Hennepin County to register cannabis microbusinesses with a retail operations endorsement, cannabis mezzobusinesses with a retail operations endorsement, cannabis retailers, and lower-potency hemp edible retailers, and to

perform compliance checks of every such business or retailer with a registration issued by Hennepin County, in the City of Shorewood, in accordance with Minnesota Statutes Section 342.22 , as amended.”

F. Permanent Appointment – Finance Director

G. Professional Services Agreement – Campbell Knutson

Councilmember Sanschagrín asked to remove item 2.D. for separate discussion.

Motion passed.

3. MATTERS FROM THE FLOOR

4. REPORTS AND PRESENTATIONS

5. PARKS

A. Report by Commissioner Garske on January 14, 2025 Park Commission Meeting

Park Commissioner Garske gave a brief overview of the discussion and recommendations from the January 14, 2025 Park Commission meeting.

Councilmember Sanschagrín stated that he would like to hold a Work Session meeting with the Park Commission and asked if there was a mechanism in place for a situation where the Park Commission needed feedback from the Council and could have that item placed on the Council agenda.

City Administrator Nevinski stated that the appropriate route in that situation would be for the Park Commission to have some discussion, working off their work plan, and then work through staff to bring the matter to the Council as an agenda item. He stated that they could schedule a Work Session with the Park Commission but felt that the Council needed to have some conversations around their broader goals first, in order to more clearly define it before they have conversations the various Commissions.

Councilmember Gorham stated that some things to keep in mind was the schedule for the Park Commission to make progress on their own work plan. He stated that, to him, holding a Work Session with the Park Commission would allow the Council to give the Park Commission some feedback on priorities but would also connect them more closely.

Mayor Labadie stated that she also felt holding a joint Work Session with the Park Commission was a good idea.

6. PLANNING

A. Report by Commissioner Holker on January 7, 2025 Planning Commission Meeting

Planning Commissioner Holker gave a brief overview of the discussion and recommendations from the January 7, 2025 Planning Commission meeting.

B. Review Variance to Side Yard Abutting a Street Setback
Location: 6040 Cajed Lane
Applicant: Eric and Pamela Magistad

Planning Director Darling reviewed the request for a variance to a side yard abutting a street setback in order for the applicant to construction a portico over their front entry. She noted that staff and the Planning Commission recommended approval of the variance request.

Councilmember Sanschagrín asked if there were any circumstances where the City would not approve this request.

Planning Director Darling stated that there were no circumstances where the City would not approve this request and noted that this request was pretty small and innocuous.

Councilmember Sanschagrín suggested that there could be some modifications made to the Code so this kind of thing would not need to come before the Council for regulation.

Planning Director Darling explained that the non-conformity section of the Code was on the list of things for the City to look at.

Eric Magistad, 6040 Cajed Lane, introduced himself and stated that he felt that their request was for a small, modest, innocuous project and was hopeful that the City would approve their plans.

Councilmember Maddy stated that this was not the first time the City has discussed porticos and suggested that the City also consider modifying the Code in order to allow this kind of thing, because he had never heard anyone speak against a portico.

Sanschagrín moved, Maddy seconded, Adopting RESOLUTION NO. 25-018, “A Resolution Approving a Variance to the Side Yard Abutting a Street Setback to Accommodate Construction of a Portico for Property Located at 6040 Cajed Lane.”

Motion passed.

7. ENGINEERING/PUBLIC WORKS

8. GENERAL/NEW BUSINESS

A. Agreement Renewal for Davey Resource Group (formerly Consent Agenda item 2.D.)

Public Works Director Morreim reviewed the proposed renewal of the service agreement between the City and Davey Resource Group for their forestry consulting services. He clarified that this agreement was just for consulting services and did not include tree removal. He noted that he believes that Davey had been the City’s consultant in this area for at least a decade.

Councilmember Sanschagrín asked if there was a point where the City should take a look and see if there were any other service providers for this type of work. He asked if the City was sure that Davey Resource Group was the best solution for the City of Shorewood.

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Public Works Director Morreim explained that Davey was a very reputable consultant for forestry services and have a lot of experience in the area. He stated that while there are other companies that do this sort of work, he felt that Davey's familiarity with the area and the residents was a significant factor that should be considered. He noted that the cost of the agreement was usually about ten thousand dollars a year and was not sure how much money the City may be able to save with another provider.

Councilmember Sanschagrín stated that the last time an urban forest inventory was done was in 2017 and asked Public Works Director Morreim when he thought it should be done again.

Public Works Director Morreim stated that they were kind of at that point right now and noted that last year they did a draft invasive species plan that they wanted to roll into a larger vegetation management plan that would incorporate all living things, including trees. He stated that he expects this to be a topic of conversation sometime in 2025 for the City to consider moving down that pathway.

Sanschagrín moved, Gorham seconded, Approving the Renewal of the Davey Resource Group Agreement for Services in 2025.

Motion passed.

9. STAFF AND COUNCIL REPORTS AND DISCUSSION

A. Staff

Park and Recreation Manager Czech stated that the City held their Arctic Fever event last Friday which had a really good turnout with about one-hundred forty-four attendees. He thanked all the volunteers and event sponsors who helped make the event a success. He stated that he wanted to give a shoutout to Recreation Specialist Vasser for making seventy-seven appointments for the tax appointments.

Public Works Director Morreim stated that staff was keeping busy with general maintenance duties including right-of-way tree trimming and the utility staff was working on getting all meters operable as well as completing their lead service inventory.

City Engineer Budde stated that staff was working on the design for the mill and overlay project which should be brought to the Council sometime in February. He stated that he and Public Works Director Morreim were also reviewing the Pavement Management Plan which would also be brought before the Council in February.

City Clerk/HR Director Thone stated that it had been really nice working with Planning Director Darling for the last eight years and wished her well in her retirement.

Planning Director Darling stated that staff was continuing to monitor the State legislature and explained that they have heard that there will be additional legislation on the 'missing middle' and also possibly moving approval of all subdivisions being done administratively. She stated that she wanted to thank the City of Shorewood for the wide variety of opportunities she had been given during her time with the City.

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City Administrator Nevinski noted that the Planning Director position had been posted and stated that he wanted to express his appreciation to Planning Director Darling for her service to the City. He explained that he had been very impressed with her talent and capabilities during his two years at the City. He stated that staff was still working on finalizing the upcoming Council Retreat and explained that the plan was to focus on big-picture/strategic items.

B. Mayor and City Council

Councilmember DiGruttolo stated that she had attended a presentation last week by the Vantage Group related to marijuana and its impact on youth in communities. She stated that she felt it was a really good presentation and asked if they could be invited to present this information to the Council because she had found it very informative.

Councilmember Gorham thanked Planning Director Darling for her service to the city and noted that he could not think of very many times where she had been asked a question and did not know the answer. He stated that her knowledge on Planning, Zoning, and pretty much any topic, was incredible and noted that she always showed patience with the Planning Commission in how she mentored and guided them through difficult decisions. He stated that he understood that it was a lot of work being a Planning Director and wanted her to know that her hard work was appreciated and she would be missed.

Councilmember Sanschagrin stated that he wished Planning Director Darling best wishes on her retirement.

Councilmember Maddy noted that he wanted to bring attention to the fact that Finance Director Schmuck had been with the City for six months and was out of the probationary period and thanked her for what she had already done for the City. He stated that he had enjoyed working with Planning Director Darling all the years she had been with the City and expressed his appreciation to everything she had given to the City and noted that she would definitely be missed. He shared examples of times when he had forgotten to officially open a public hearing and Planning Director Darling would literally run out of the door in order to bring the applicant back to the meeting in order to follow the appropriate procedures.

Mayor Labadie stated that she had attended a meeting last week which had been set up by Hennepin County Commissioner Edelson to discuss EMS services. She stated that she also wanted to thank Planning Director Darling for all her years putting up with the back and forth that happened on the Planning Commission with former Planning Commissioners Gorham and Riedel, but clarified that they were two of her favorites. She noted that she also wanted to thank Planning Director Darling for being able to take a group of average residents that have varying degrees of knowledge and working with them to help educate them because she felt that had helped make Shorewood a better place. She stated that she also wanted to thank Planning Director Darling for all the patience she had always given and wished her the best.

Councilmember Gorham suggested that the Council direct people to the Name a Plow contest.

Park and Recreation Manager Czech stated that voting was open for the Name a Plow contest through January 31, 2025, and encouraged people to go to www.shorewoodmn.gov/vote. He noted that he believed the City ended up receiving about fifty submissions for the contest.

Mayor Labadie asked for an update on the warming houses and the ice rinks.

Parks and Recreation Manager Czech stated that there were warming houses available at Cathcart Park and Manor Park and explained that their hours were available on the City website, but noted that they have been fluctuating a bit due to college students returning to their campuses. He explained that live updates were available on the ice rinks and warming houses webpage which gave hours information and highlighted any changes.

Mayor Labadie asked City Clerk/HR Director Thone to touch on the application process for the openings on the Parks Commission and the Planning Commission.

City Clerk/HR Director Thone explained that applications for those positions would be open until the end of January and noted that they were still looking for applicants for both Commissions.

10. ADJOURN

Maddy moved, Sanschagrín seconded, Adjourning the City Council Regular Meeting of January 27, 2025, at 7:45 P.M.

Motion passed.

ATTEST:



Sandie Thone, City Clerk



Jennifer Labadie, Mayor