

**Monday, August 13, 2018 5:30 PM**  
**CITY OF MINNETONKA BEACH**  
**CITY COUNCIL and FINANCE COMMITTEE STUDY SESSION MINUTES**

**Roll Call:** Mayor Mike Taylor; Council Members: Jill Bartel, Paul Kozloski, Jaci Lindstrom, and Andrew Myers; Treasurer and Finance Committee Chair Steve Howarth; Finance Members: Lee Goehring, Colby Skelton, Davida Suiter, Paul Sperduto, and Erik Bender

**Staff Present:** City Administrator Susanne Griffin, City Clerk Heidi Honey, Public Works Superintendent Brian Berent, and City Engineer Darren Amundsen

**Guests:** Park Commission Vice Chair Patty Rezabek and Planning Commission Chair Jim Haag

**1) Finance Chair Howarth called the meeting to order at 5:30 p.m.**

Each committee chair was asked to make a presentation regarding their CIP request. Howarth asked the committee to prioritize items as: A - immediate needs for the city, B – important for the city but could be deferred, and C – items they would like if possible.

**2) 2019-2023 Capital Improvement Program (CIP)**

a) Parks & Facilities

Vice Chair Rezabek stated that the Park Commission requested two new items: irrigation system at City Hall for \$5,000 and Margaret Dahl Library improvements and repairs of \$20,000. The library costs are an estimate for needed repairs: broken windows, possible asbestos in the ceiling, roof replacement, electrical updates, and crumbling foundation. She also discussed EAB treatments that are part of a treatment schedule and are working for the 62 trees being treated. The Park Commission moved \$2,000 from CIP for EAB tree replacements in odd number years to their tree planting budget. Howarth suggested leaving the library in 2019 and moving it to 2020 after an evaluation/estimate is complete.

Bartel recommended replacing outdated playground equipment at City Hall.

Griffin discussed City Hall updates and maintenance for \$2,500. Repair of concrete around a window well for approximately \$1,000 could come out of the 2018 Village Hall budget. Refinishing and updating floors can be moved to 2020.

Lindstrom stated that Civic requested flower and lighting enhancements at city entrances. Howarth suggested Civic work with Parks on a plan and proposal. Watering is a problem.

The estimated cost to repair the sinking/cracked sidewalk in front of City Hall is \$3,000. Council may want to authorize repair in 2018. Howarth prioritized the items as:

- EAB Treatment - A
- City Hall Maintenance - B
- Irrigation at City Hall – B (Bender recommended C, Myers suggested moving it to 2020, Kozloski and Lindstrom supported the irrigation system), priority changed to B/C but kept in 2019.
- Event Sign - move from CIP to regular budget

- Library - C
- Playground equipment at City Hall – C (moved to 2020)
- Enhancements to city entrances – Parks and Civic to work on proposal and come back with that in the future.
- Repair of window well and sidewalk at City Hall to be completed in current year budget.

b) Streets

Haag stated that the Planning Commission requested \$45,000 for Phase One of the access paths construction to the raised median and \$5,000 for engineering studies for Phase Two, both in 2019. Phase Two is from the crossing to Hill Road to Woodbridge. Road repairs for the paving management study is in process and there are no immediate needs. Additional speed bumps have been requested in other locations so \$5,000 was added as a holding spot if additional speed bumps are needed in 2019. Howarth prioritized the requests as:

- Phase One access paths – A
- Study for Phase Two access paths – B
- Phase Two access paths – B
- Road Repairs (from results of Paving Management Study) – A
- Speed Bumps – B (add \$5,000 to 2019)

c) Public Works Equipment – Brian Berent

1. SCADA alarm system would alert Berent if there is power outage, surges, etc. Lift station panels can be deferred over two years. The panels have updated electronics and aren't required for the SCADA system. Berent was directed to secure new bid options as follows: 1. New lift station and new technology control panel per each lift station (4 lift stations), (upgrading one lift station at a time); 2. upgrade all at one time; 3. upgrade all alarms and then update all lift stations.
2. Utility vehicle \$35,000 (new) for year round use to create efficiency, work in wet areas, navigate trail, and surface the skating rink. They can apply for a Hennepin County Youth Sports Grant to assist with funding.
3. Watering system for utility vehicle - move to 2020.
4. Lift station control panels - \$40,000 for 2019 instead of deferred across 2019 and 2020.
5. Generator for lift stations as completion of control panel upgrades.
6. Chipper replacement was already in 2022. Planning ahead for replacement.
7. Bobcat/Power Broom used almost daily. Planning ahead for replacement.
8. Mower is currently in good condition. Planning ahead for replacement.

Howarth prioritized the requests as:

- SCADA/Lift Stations – A
- Utility Vehicle – C
- Watering system – C (move to 2020)
- Lift station control panels – A/B (move \$20,000 2020 to 2019=\$40,000 total)
- Generator – B/C
- Wood Chipper – B (replacement on an needed basis)
- Bobcat/Power Broom – B (replacement on an needed basis)
- Mower – B (replacement on an needed basis)

g) Infrastructure/Water Improvements – Darren Amundsen

1. Filter media was replaced 2008. Recommended replacement is every 10 – 20 years. It will be inspected to determine when replacement is needed.
2. Water tower historic register study - no costs to city yet. Funded by grants.
3. Water reservoir ground tank. KLM could do inspection of the above ground storage. Mayor Taylor did not think the city should do the study if the city decides to pursue a historical registry designation because a historical inspection would be required and money would be wasted. Amundsen suggested seeing if they could get a grant for the KLM study because there will be value in it. Amundsen reviewed the MN Department of Health Survey and prioritized issues based on safety. Red is priority one and blue is priority two. Most safety issues are related to chlorine gas. There are no mandated repairs. The cost for Priority One items is \$47,500 to address immediate concerns and there is a 40% contingency built in. Perpetual maintenance, rehabbing the existing plant or building a new plant was discussed. Orono exceeds their recommended daily usage in summer so they would not be able to provide water to the city with their current system.
4. Remaining old water mains – some day they will need to be replaced.
5. Water meters are running out of full warranties but have partial warranties. This proposal will replace all remaining meters over three years. The Meter Reader is working but not supported. The current datalogger cannot read new meters when there is leak detection needed.

Howarth stated these will be monitored over time and prioritized all of these as an A on an as needed basis. Goehring listed meters as a B.

The updated total for 2019 is \$204,000.

3) Adjourn

**A motion was made by Commissioner Sperduto and seconded by Commissioner Goehring to adjourn the meeting. With all members voting in favor, the motion carried.**

**The meeting adjourned at 7 pm.**

**PUBLIC IN ATTENDANCE** – The following people signed the attendance sheet:

**Respectfully submitted,**

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**Heidi Honey, City Clerk**