

City of Excelsior
Hennepin County, Minnesota

MINUTES
EXCELSIOR WORK SESSION MEETING

May 7, 2018

1. CALL TO ORDER/ROLL CALL

Mayor Gaylord called the meeting to order at 5:37 p.m.

Present: Councilmembers Caron, Carlson, Miller (arrived at 5:55 p.m.), and Mayor Gaylord

Absent: Councilmember Beattie

Also, Present: City Manager Luger, Finance Officer Horn, Public Works Superintendent Amundsen, Planning Director Smith and City Clerk Orlofsky

2. AGENDA APPROVAL

Carlson moved, Caron seconded, to approve the agenda. Motion carried 4/0.

3. CITY COUNCIL PACKETS

Orlofsky explained that staff began posting the City Council packets on the City website, to promote transparency and to provide the residents the necessary information to keep them informed on the City's actions. Staff would like to provide a one-stop location through which information about the City Council's business can be found.

The City Council was in favor of moving away from Dropbox and using the City's website as a one-stop location for the City Council agendas and packets.

Staff said they would use Dropbox until June 1, 2018 and then they would solely post the information on the website.

4. DIRECTION ON VARIOUS POLICIES and REFRESHER TRAINING

Luger explained that over the last several months, there have been inquiries regarding the City's policy on various subjects as listed in the memo.

ADDRESSING LAND USE OVERSIGHTS

Staff addressed the most recent occurrences of land use oversights administratively and informed the Council of the situation. Staff would like direction on which conditions staff can address internally and which warrants a Council decision.

The Council decided that staff should email the Council when an issue arises, and the Council could determine if the matter needs to be addressed at a Council meeting.

MEDIA POLICY

Gaylord explained that he thought it made sense for the City to have a media policy to help guide staff and elected officials.

Carlson asked staff to include the Crisis Management section from the Excelsior Fire District's Plan.

The Council agreed that it made sense to have a Media Policy in place.

NOTIFICATION POLICY

Luger explained that it was brought to the City's attention that the College Lake neighborhood was largely unaware of a proposed new sidewalk in conjunction with The Waters development. As a result, there was some discussion about creating a policy regarding which projects warrant proactive notification.

Luger did some research and discovered that that most cities do not have a notification policy because most projects trigger some type of notification requirement.

Miller would like to require a notice for streets, sidewalks, and benches.

Gaylord suggested that perhaps the City could create a twitter account. It would be a free vehicle that that the City could use to notify the residents.

Luger said staff will investigate the idea of a twitter account.

REGULATING CONTRACTORS

Carlson wondered if there was anything the City could do to hold contractors more accountable and encourage better compliance. For instance, can the City require a building license to regulate who builds in town.

Staunton explained that the State Contractors Union preemptively will not allow cities to prohibit who builds in their town.

Smith explained that the idea of the Protect Excelsior Award is to highlight the contractors that have a good record of accomplishment.

Caron added that it is shocking that the same mistake happened twice with the same builder.

Caron also mentioned all the construction activity that is going on in town. There are huge trucks parked on the street and she can see that the streets are getting ripped up and potholed. She is concerned that the City doesn't have a mechanism to capture the wear and tear on the roads. Caron asked if the contractor must replace the condition of the road when they destroy it.

Amundsen explained that it is not an easy task, as there is a lot of back and forth with the developer over what the condition of the road was before they started the work.

Caron asked if the City can add a surcharge for the wear and tear on the streets right after the roads are replaced.

Smith added that he has talked to Engineer Dawley about this before and he explained that a study would need to be done to determine what the factual wear and tear on the road will be to charge them.

REFRESHER TRAINING -

Staunton invited Council Members and other Commissioners to attend his brief presentation on conducting public hearings and other various processes, such as: variances, PUD, CUP, etc. The presentation will be held prior to a future Planning Commission meeting.

5. ADJOURNMENT

Carlson moved, Caron seconded, to adjourn at 7:07 p.m., motion carried 4/0.

Respectfully submitted,

Ann Orlofsky
City Clerk