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**WAYZATA CITY COUNCIL  
MEETING MINUTES  
January 7, 2020**

**AGENDA ITEM 1. Call to Order.**

Mayor Willcox called the meeting to order at 7:00 p.m.

**AGENDA ITEM 2. Pledge of Allegiance.**

**AGENDA ITEM 3. Roll Call.**

Council Members present: Buchanan, Koch, McCarthy, and Plechash. Also present: City Manager Dahl, Public Works Director/City Engineer Kelly, Assistant Planner Kieser, and City Attorney Schelzel.

**AGENDA ITEM 4. Approve Agenda.**

Mrs. McCarthy made a motion, seconded by Mr. Plechash, to approve the agenda, as presented. The motion carried 5/0.

**AGENDA ITEM 5. Public Forum.**

**a. Introduction of New Three Rivers Park District Commissioner Marge Beard**

Ms. Beard formerly introduced herself to the community as the newly elected District 1 representative. She was a twenty-five year resident of Plymouth. She had also served on Plymouth's City Council and thanked the Council for their service. Ms. Beard shared the history and mission of Three Rivers Park District. She also talked about some fun facts about Wayzata residents in relation to the Three Rivers Park District.

Mr. Plechash asked how you tag a bee. Ms. Beard said she had never tagged one herself; however, bees and monarch butterflies could be tagged with biodegradable tags that allowed for tracking and then fell off.

Mayor Willcox asked about the difference between Three Rivers Park District and the former Hennepin County park system. Ms. Beard said Hennepin County Parks was established by the state. It changed to Three Rivers Park District because it now included parks outside Hennepin County. Mayor Willcox commented that Three Rivers had always been great to work with. Ms. Beard thanked the Council for its time and said she was always available for questions.

**b. Introduction of New Firefighter Chris Mattson**

Fire Chief Klapprich introduced returning firefighter Chris Mattson. He explained that Mr. Mattson had joined the Fire Department in 1996, but moved away in 2004.

Mayor Willcox asked what brought him back and about his training. Mr. Mattson shared that his wife passed away and he had sold his home. His daughters encouraged him to come back and get involved. He explained that he was retraining in Fire Fighter 1 and 2 because there were lots of changes. The Council welcomed him back to Wayzata and the Fire Department.

Fire Chief Klapprich mentioned if anyone had not received their Fire Department calendar to be sure and let the Department know.

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2 **AGENDA ITEM 6. New Agenda Items.**

3 None.

4  
5 **AGENDA ITEM 7. Consent Agenda.**

6 Mayor Willcox read the items on the consent agenda and asked if any Council member  
7 wished to pull an item for further discussion. Mr. Koch, referencing Item 7.h. asked about  
8 the length and disruption of the project. Mr. Kelly shared it typically took two days to  
9 handle one third of the City. Mrs. McCarthy noted a lot of the streets run adjacent to Lake  
10 Street and wondered how it would fit with the Lake Street project. Mr. Kelly answered  
11 this project would occur in late July so there would not be a conflict.

12 Mayor Willcox asked for a motion to approve the Consent Agenda as presented.  
13 Mr. Buchanan made a motion, seconded by Mrs. McCarthy, to approve the consent agenda:

- 14 a. Approval of City Council Workshop and Regular Meeting Minutes of December  
15 17, 2020
- 16 b. Approval of Check Register
- 17 c. Approval of Municipal Licenses
- 18 d. Approval of 5:30 p.m. on April 7, 2020 as the Time and Date for 2020 Local Board  
19 of Appeal and Equalization Meeting
- 20 e. Approval of Abdo Eick & Meyers (AEM) Professional Services Agreement for  
21 Financial Services
- 22 f. Approval of Agreement for Use of City of Plymouth Yard Waste Site
- 23 g. Approval of Plans and Authorization to Solicit Public Bids for the 2020 Sanitary  
24 Sewer Lining Project
- 25 h. Approval of Plans and Authorization to Solicit Public Bids for the 2020 Bituminous  
26 Seal Coat Project
- 27 i. Approval of Agreement for Environmental Health Services in Partnership with the  
28 City of Minnetonka

29 The motion carried 5/0.

30  
31 **AGENDA ITEM 8. New Business.**

32 **a. Consider Adoption of Resolution 01-2020 Designating Appointments &**  
33 **Assignments for 2020**

34 Mr. Dahl explained at the first meeting of each year, the City was required to make official  
35 appointments and assignments per the City Charter. He discussed changes from 2019. He  
36 also mentioned he would like to have more Council Members take the test for the Board  
37 of Appeals.

38 Mr. Plechash recommended Kurt Klapprich as Weed Inspector instead of Assistant  
39 and relieving Mayor Willcox of those duties. Mr. Schelzel explained that state law gave  
40 local authorities the right to regulate noxious weeds. The Mayor was Weed Inspector by  
41 matter of law through operation of that statute. However, the statute provided that cities  
42 could appoint an assistant who administered the authority.

43 Mayor Willcox asked for a motion on the designation. Mr. Plechash made a motion,  
44 seconded by Mr. Buchanan, to Adopt Resolution No. 01-2020, Designating the City  
45 Appointments and Assignments for 2020. The motion carried 5/0.

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1 **b. Consider Adoption of Resolution 02-2020 Approving Variances and a**  
2 **Conditional Use Permit for a New Single-Family Residence at 578 Harrington**  
3 **Road**

4 Mr. Kieser presented the development application from Murphy Co. & Design to remove  
5 an existing house and construct a new house at 578 Harrington Road. He talked about the  
6 three requests including shoreland setback variance, impervious surface variance, and a  
7 Conditional Use Permit for additional chimney height. He presented site pictures,  
8 proposed site plan, Planning Commission discussion, and action steps.

9 Mrs. McCarthy asked about the parapet wall material and additional risk with the  
10 proximity of the chimneys. Mr. Kieser was unsure of the exact material, but assumed it  
11 was wood. He added it had been reviewed. It required a two-foot separation and the plans  
12 exceeded that.

13 Mayor Willcox invited the applicant to speak. T.J. Majdecki, Principal at Murphy  
14 & Co., said the lot was very unique. They tried to be very mindful of maintaining as much  
15 circulation to the driveway as possible while still pushing the home away from the  
16 lakeshore. He added that everything was an improvement over current conditions and was  
17 as conforming as possible. He noted they had engaged the neighbors and had neighbor  
18 support.

19 Mayor Willcox suggested the chimney height was within the applicant's control  
20 and asked why they thought it was an important architectural feature. Mr. Majdecki talked  
21 about the historical significance of colonial style homes and the parapet roof as part of that.  
22 The parapet roof allowed mechanicals to be placed on the roof and hidden. The chimneys  
23 needed more height in relation to the parapet walls.

24 Mr. Koch appreciated the Planning Commission and staff's work. He asked why  
25 Condition 2. was necessary since it required adherence to City Code. Mr. Kieser explained  
26 the Condition's time frame went longer than City Code required.

27 Mr. Plechash was in support of the application and was happy to see New England  
28 architecture return to the area.

29 Mrs. McCarthy was concerned with the Conditional Use Permit. She asked if the  
30 parapet wall was optional. Mr. Kieser answered it was a requirement because the home  
31 would have roof access. Mrs. McCarthy was pleased with the impervious surface work,  
32 but noted the shared driveway and the need to work on those calculations. She noted a  
33 concern for safety due to the chimneys.

34 Mr. Koch thought it was a beautiful home with great architecture and was  
35 supportive of the application.

36 Mr. Buchanan appreciated the Planning Commission's review and  
37 recommendation as well as the applicant's thorough detail. He loved the architecture.

38 Mayor Willcox complimented the applicant on the handling of the impervious  
39 surface and shoreland setback. He was concerned with the chimney height and the  
40 precedent setting value. He asked if the Council should vote on the requests separately or  
41 together. Mr. Schelzel answered the draft resolution included and approved all three  
42 requests.

43 Mayor Willcox asked for a motion on the application. Mrs. McCarthy asked to add  
44 a condition requiring the materials used for the parapet wall be reviewed to ensure they  
45 were in accordance with fire safety codes. Mr. Koch made a motion, seconded by Mr.

1 Buchanan, to Adopt Resolution No. 02-2020, Approving Variances and Conditional Use  
2 Permit for 578 Harrington Road, as amended. The motion carried 4/1 (Willcox).

3  
4 **c. Consider Authorizing RJM Construction to Award the Bids and Approve the**  
5 **Proposal with Henricksen for the City Hall Remodel Project**

6 Mr. Dahl explained this past fall, the City selected RJM Construction as its construction  
7 manager and solicited bids for the City Hall Remodel Project which included  
8 improvements to Motor Vehicle, Administration, and the Police Department. He said the  
9 overall cost came back significantly higher and talked about options. Staff recommended  
10 Option No. 2 which cut some of the project “desires” while leaving the “needs”.

11 Mrs. McCarthy noted this was one of a series of bids that have come back much  
12 higher. She also noted the furniture list was not itemized and was concerned with  
13 transparency. Mr. Dahl explained the vendor had the state contract on furniture so they  
14 should have the best prices, but he would look into it. Mrs. McCarthy asked if the bids  
15 were only coming from one company. Mr. Dahl answered that they had one ultimate bidder  
16 who was hired because all of the components were under the state bidding threshold. Mrs.  
17 McCarthy was very concerned with the higher amount of money.

18 Mr. Koch asked if there were other funds that had significant excess balances  
19 projected in the same timeframe. Mr. Dahl said yes, there were excess funds each year.  
20 He also mentioned the equipment fund was very healthy and could be used as a contributor.

21 Mrs. McCarthy wanted to know where specifically the funds would come from and  
22 whether the increased revenue from Motor Vehicles had been calculated. Mr. Dahl  
23 answered it was hard to know for sure what the increased revenue might be. He said City  
24 funds were in a really great position and had been going up overall.

25 Mayor Willcox noted the projects would not get less expensive with time, but added  
26 the project had snowballed to multiple departments.

27 Mr. Buchanan asked how much the project management fees were. Mr. Dahl said  
28 they were less than half of the overage. Mr. Buchanan felt the Council had an obligation  
29 to the residents to invest in their building to make it more accessible and friendly. He  
30 supported the improvements.

31 Mrs. McCarthy was concerned with how the City would pay for it and was  
32 uncomfortable with the high price tag. She said the pre-planning was lacking and thought  
33 staff was putting too much into one project. Mr. Dahl agreed the pre-planning was lacking  
34 and causing projects to be underestimated. He said some cities had a facility plan, but he  
35 had not suggested it due to the size of Wayzata.

36 Mayor Willcox said the construction world had changed with labor markets and  
37 material costs, but the City had failed to keep current.

38 Mr. Plechash thought there were fundamental reasons why the project should be  
39 completed. He also thought the \$518,000 was an unfair comparison because it included  
40 the construction management fees and the additional projects. He also thought the building  
41 fees should not be waived. Mr. Dahl explained that it helped to pencil the project out. Mr.  
42 Plechash added some of the projects included safety issues which must be done.

43 Mayor Willcox said for planning purposes it was an additional \$200,000 that must  
44 come from somewhere. He talked about the consensus of the Council and asked staff for  
45 an estimate after rolling anything back that could be. Mr. Dahl said \$50,000 could be  
46 shaved off and not compromise the objectives of the project. Mayor Willcox asked staff

1 to identify where the additional funds would come from and to be more conservative in  
2 bidding in the future.

3 Mayor Willcox asked for a motion on the application. Mr. Plechash said he was  
4 unclear what the Council was voting on. Mr. Schelzel said staff's preferred option was  
5 No. 2. Mr. Koch recommended adding a condition requiring a funding source be identified.  
6 Mr. Plechash recommended striking the condition to waive building fees. Mr. Buchanan  
7 made a motion, seconded by Mr. Plechash, to authorize RJM Construction to award the  
8 bids and approve the proposal with Henricksen for the City Hall Remodel Project Option  
9 No. 2, as amended. The motion carried 5/0.

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11 **AGENDA ITEM 9. City Manager's Report and Discussion Items.**

12 **a. Upcoming Events/Announcements**

13 Mr. Dahl mentioned the new menu at Wayzata Bar & Grill. He asked Mayor  
14 Willcox to share about the meeting they had with Mr. Kelly and Minnesota Department of  
15 Transportation concerning the no right turn signal at U.S. Highway 12 and County Road  
16 101. Mayor Willcox talked about the new sign added after construction. He explained that  
17 the Department of Transportation had been monitoring the area and had conducted a traffic  
18 study. The biggest issue was the steady stream of southbound traffic on County Road 101.  
19 The Department of Transportation was looking into adjusting the traffic light near the  
20 school to create gaps in the traffic. The new sign was lit for afternoon traffic, but would  
21 also be lit for morning traffic. Mayor Willcox also asked the Department of Transportation  
22 to complete another study when resident return for summer.

23 Mrs. McCarthy mentioned a vehicle and pedestrian accident on Wayzata  
24 Boulevard. Mr. Kelly explained the pedestrian was a Public Works volunteer. He said  
25 they had checked the timing at both Central Avenue and Superior Boulevard and they both  
26 met standards. Mr. Kelly said he would look into it further and the specifics of the accident.

27 Mr. Dahl recognized two City employees who were retiring. Troy Hoefker was  
28 retiring from the Fire Department after 26 years and Jim Eibensteiner was retiring from  
29 Public Works after 33 years. Mayor Willcox talked about their accomplishments and  
30 contributions to the City.

31 Mayor Willcox congratulated Chris Plantan and Jeffrey Parkhill as the newly  
32 elected Planning Commission Chair and Vice Chair.

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34 **AGENDA ITEM 10. Public Forum Continued (if necessary).**

35 There were no comments.

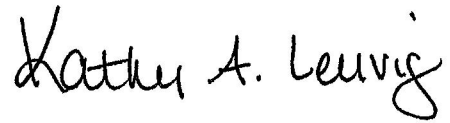
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37 **AGENDA ITEM 11. Adjournment.**

38 There being no further business, Mayor Willcox asked for a motion to adjourn. Mr.  
39 Plechash made a motion, seconded by Mrs. McCarthy to adjourn. Mayor Willcox  
40 adjourned the meeting at 8:46 p.m.

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1 Respectfully submitted,  
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A handwritten signature in black ink that reads "Kathy A. Leervig". The signature is written in a cursive style with a distinct dot over the 'i' in "Leervig".

3  
4  
5 Kathy Leervig  
6 City Clerk

7  
8 Drafted by Sarah Peterson  
9 *TimeSaver Off Site Secretarial, Inc.*