

**MINUTES**  
**MAPLEWOOD CITY COUNCIL**  
7:00 p.m., Monday, October 14, 2013  
Council Chambers, City Hall  
Meeting No. 18-13

**A. CALL TO ORDER**

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:07 p.m. by Mayor Rossbach.

Mayor Rossbach introduced Noah, a student that was attending the council meeting as part of his school project to study what the council does.

**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Noah.

**C. ROLL CALL**

Will Rossbach, Mayor	Present
Robert Cardinal, Councilmember	Present
Rebecca Cave, Councilmember	Present
Kathleen Juenemann, Councilmember	Present
Marvin Koppen, Councilmember	Present

**D. APPROVAL OF AGENDA**

- N1. Early Voting
- N2. MCC Postings

Councilmember Juenemann moved to approve the agenda as amended.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**E. APPROVAL OF MINUTES**

**1. Approval of September 23, 2013 City Council Meeting Minutes**

Councilmember Juenemann noted that the councilmember that seconded agenda item 11 needs to be added.

Councilmember Cave moved to approve the September 23, 2013 City Council Meeting Minutes as amended.

Seconded by Councilmember Cardinal                      Ayes – All

The motion passed.

**F. APPOINTMENTS AND PRESENTATIONS**

**1. 3M Companies -- Doug Stang; Information and Photos of Groundbreaking Ceremony for R & D Facility**

Doug Stang from 3M Public Affairs addressed the council and gave the presentation on the 3M Research and Development Facility.

- 2. Adoption of Proclamation Declaring the Week of October 20-26, 2013 as Minnesota Manufacturers' Week in the City of Maplewood**
- a. Neng Lee, Minnesota Department of Employment and Economic Development (DEED)**
  - b. Gladstone Window and Door**
  - c. Truck Utilities**
  - d. Garden Fresh Farms**

Mayor Rossbach gave the report and read the Minnesota Manufacturers' Week Proclamation from the City of Maplewood. He further read the Proclamation from the State of Minnesota signed by Governor Mark Dayton. Mayor Rossbach read and then presented Gladstone Window and Door, Truck Utilities and Garden Fresh Farms each with a Certificate of Commendation from the Governor Mark Dayton.

Neng Lee from the Minnesota Department of Employment and Economic Development was present and addressed the council to give additional information about manufacturing firms in Minnesota. He also gave additional information on Tour of Manufacturing MN website.

Councilmember Juenemann moved to approve the Proclamation Declaring October 20<sup>th</sup> through October 26<sup>th</sup> Minnesota Manufacturers' Week in Maplewood.

CITY OF MAPLEWOOD  
PROCLAMATION

MINNESOTA MANUFACTURERS' WEEK

WHEREAS, the manufacturing industry is a dynamic part of Minnesota's economy, and promotion of this sector's strength, success and high quality of life is an integral part of Minnesota's economic development strategy; and

WHEREAS, manufacturing provides high skill, high wage jobs, which significantly contribute to Minnesota's high standard of living and economic vitality; and

WHEREAS, Minnesota has 300,200 manufacturing jobs statewide or 14 percent of all private-sector jobs; and

WHEREAS, manufacturing contributes more than \$30 billion to the state economy and represents 17 percent of the Minnesota's gross domestic product; and

WHEREAS, manufacturing has the second-largest payroll of any business sector in the state, providing \$16.1 billion in 2009 wages; and

WHEREAS, the City of Maplewood has 63 manufacturing companies within its borders,





ACCOUNTS PAYABLE:

\$ 518,875.04	Checks # 90726 thru # 90767 dated 09/24/13
\$ 426,067.32	Disbursements via debits to checking account dated 09/16/13 thru 09/20/13
\$ 655,006.57	Checks # 90769 thru # 90825 dated 10/01/13
\$ 271,260.96	Disbursements via debits to checking account dated 09/23/13 thru 09/27/13
\$ 1,180,831.03	Checks # 90826 thru # 90884 dated 09/30/13 thru 10/08/13
\$ 992,803.29	Disbursements via debits to checking account dated 09/30/13 thru 10/04/13
<hr/>	
\$ 4,044,844.21	Total Accounts Payable

PAYROLL

\$ 507,968.23	Payroll Checks and Direct Deposits dated 09/27/13
\$ 879.50	Payroll Deduction check # 9989564 thru # 9989566 dates 09/27/13
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\$ 508,847.73	Total Payroll
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\$ 4,553,691.94	GRAND TOTAL

Seconded by Councilmember Cave

Ayes – All

The motion passed.

**2. Approval of Summary Ordinance for the Subsurface Sewage Treatment System Ordinance**

Councilmember Juenemann moved to approve the Subsurface Sewage Treatment System Ordinance Summary Publication.

City of Maplewood  
Ordinance No. 934 - Summary

An Ordinance to the Maplewood Municipal Code Regarding  
Subsurface Sewage Treatment Systems

On September 23, 2013, the Maplewood City Council adopted a Subsurface Sewage Treatment System (SSTS) ordinance to comply with new state rules regulating septic systems. The City's

previous SSTS ordinance was adopted in 2002. Following is a summary of the new ordinance:

1. Purpose - to establish minimum requirements for regulation of septic systems for the treatment and dispersal of sewage within the City in order to protect public health and safety, groundwater quality, and prevent or eliminate the development of public nuisances.
2. Management Plans - required for all new or replaced systems.
3. Operating Permit - required for SSTS with a pretreatment device, custom engineered design, or design flow of more than 5,000 gallons per day.
4. Compliance Inspections - required for construction of a new system; modification, upgrade, or repair of existing systems; prior to issuance of building permits for bedroom additions; expansion or change in use of the building or property being served by the system that might impact performance of the system; and at time of property transfer.
5. Maintenance – maintenance inspections required every three years.
6. Abandonment – requirement that all systems no longer in use be abandoned.
7. Administration of the ordinance:
  - a. Trained Administrator - the City is required to designate an individual at the City who is trained in the administrative requirements of the SSTS program.
  - b. Licensed Inspector – the City shall employ or retain under contract a qualified and appropriately licensed professional to administer and operate the SSTS program.
  - c. Maintenance Inspections – the City is will create an administrative process to ensure that property owners submit the required maintenance inspections to the City every three years.

The SSTS ordinance goes into effect after publication. An official copy of the SSTS ordinance is on file in the office of the Maplewood City Clerk, 1830 County Road B East, Maplewood, or can be obtained on the city's website at [www.ci.maplewood.mn.us/septic](http://www.ci.maplewood.mn.us/septic). Questions regarding this ordinance should be directed to Steve Love, Assistant City Engineer at (651) 249-2404 or [steve.love@ci.maplewood.mn.us](mailto:steve.love@ci.maplewood.mn.us).

Seconded by Councilmember Cave

Ayes – All

The motion passed.

### **3. Approval of Resolution Certifying Election Judges for the November 5, 2013 General Municipal Election**

Councilmember Juenemann moved to approve the Resolution Certifying Election Judges for the November 5, 2013 General Municipal Election.

#### RESOLUTION 13-10-976 RESOLUTION ACCEPTING ELECTION JUDGES

RESOLVED, that the City Council of Maplewood, Minnesota, accepts the following list of Election Judges for the 2013 General Election to be held on Tuesday, November 5, 2013.

Ahrens, Fran

Aikens, Meridith

Allen, Jim

Anderson, Nancy

Anderson, Suzanne

Ansari, Ahsan

Arnold, Ajla

Babin, Paul

Bartelt, Joan

Bedor, David

Beggs, Regan

Behr, Jeanette

Belland, Jaime

Berry, Robert (Bud)

Bjorklund, Diane

Bolden, Donita

Booher, Michele

Bortz, Albert

Bortz, Jeanne  
Brandon, Ginny  
Brandon, Richard  
Bunkowske, Bernice  
Carle, Jeanette  
Carol, Thomalla  
Carson, Helen  
Combe, Edward  
Connelly, Thomas  
Conover, Florence  
Danielson, Nate  
D'Arcio, India  
DeBernardi, Nancy  
Desai, Kalpana  
DeZelar, Phil  
Dickson, Helen Jean  
Dittli, Albin  
Droeger, Diane  
Duellman, Audrey  
Dunham, Bob  
Eickhoff, Carolyn  
Ewald, Jeanne  
Fitzgerald, Delores  
Fowler, Cynthia  
Franzen, Nick  
Freer, Mary Jo  
Fuller, Mary  
Katherine  
Gaboury, Shirley  
Garvey, Terrence  
Gebauer, Victor  
Gerten, John  
Gierzak, Sister  
Clarice  
Golaski, Diane  
Gudknecht, Jamie  
Gustafson, Dianne  
Guthrie, Rosie  
Haddad, Joyce  
Hahn, Sandra  
Hahn, Vonna  
Hanson, Joan  
Harder, Mary  
Hart, Barbara  
Herber, Darlene  
Hervig, Cindy  
Hinnenkamp, Gary  
Hulet, Jeanette

Hulet, Robert  
Jagoe, Carol  
Jahn, David  
Jensen, Robert  
Johannessen, Judith  
Johansen, Kathleen  
Johnson, Warren  
Jones, Shirley  
Kapfer, Deb  
Kipka, Judy  
Kirchoff, Harold  
Knauss, Carol  
Knutson, Lois  
Kramer, Dennis  
Kreger, Jason  
Kwapick, Jackie  
Lampe, Charlotte  
Larson, Michelle  
Layer, Stephanie  
Layer, Tom  
Leiter, Barbara  
Leonard, Claudette  
Liptak, Marianne  
Loipersbeck, Darlene  
Loipersbeck, Jules  
Mahowald, Valerie  
Mahre, Jeri  
Mammenga II,  
Donald  
Manthey, John  
Maskrey, Thomas  
McCann, John  
McCarthy, Peggy  
McCauley, Judy  
Mechelke, Mary Lou  
Millet, James  
Moreno, Marlene  
Muenchow, Mike  
Myster, Thomas  
Nelson, Clare  
Nelson, Percy  
Newcomb, Mary  
Nichol, Jane  
Nichols, Miranda  
Nissen, Helen  
Norberg, Ann  
O'Brien, D. William  
(Bill)

Olson, Anita  
Olson, Lois  
Parent, Dian  
Pedersen, Bernard  
Peper, Marilyn  
Posch, Roger  
Putz, Shelly  
Putz, Steve  
Renslow, Rita  
Rodriguez, Vincent  
Rudeen, Elaine  
Sagert, Chris  
Sandberg, Janet  
Sands, Warren  
Sauer, Kathleen  
Sawyer, Sharon  
Scharnott, Thomas  
Schluender, Cynthia  
Schmidt, William  
Schneider, Mary Ann  
Schramel, Betty  
Schramel, Jim  
Schultz, Louise  
Seitz, James  
Seyfer, Deborah  
Shores, Teresa  
Skaar, Delaney  
Skaar, Steven  
Skaar, Susan  
Spangler, Bob  
Stafki, Tim  
Steenberg, Judith  
Steenberg, Richard  
Storm, Mary  
Taylor, Lori  
Thomforde, Faith  
Tourville, Michael  
Trippler, Dale  
Tschida, Micki  
Urbanski, Carolyn  
Urbanski, Holly  
Urbanski, William  
Vanek, Mary  
Wasmundt, Gayle  
Wolfgram, Dorothy  
Yorkovich, Cindy  
Zian, Helen  
Zipko, Leroy

Seconded by Councilmember Cave

Ayes – All





Seconded by Councilmember Cave

Ayes – All

The motion passed.

**10. Approval of Resolution to Enter Into Cooperative Agreement with MnDOT for East Metro Public Safety Training Facility, Project 09-09**

Councilmember Juenemann moved to approve the Resolution to Enter into a Cooperative Agreement with MNDOT for the East Metro Public Safety Training Facility, City Project 09-09 and direct the Mayor and City Manager to sign the agreement signifying city council approval. Minor revisions can be approved by the City Attorney.

RESOLUTION 13-10-979

IT IS RESOLVED that the City of Maplewood enter into Mn/DOT Agreement No. 04443 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the City of the State's share of the costs of the signal replacement construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 120 (Century Avenue/Geneva Avenue) at the intersection of Trunk Highway No. 5 (34<sup>th</sup> Street North) North Junction within the corporate City limits under State Project No. 6227-80.

IT IS FURTHER RESOLVED that the Mayor and the City Manager are authorized to execute the Agreement and any amendments to the Agreement.

Seconded by Councilmember Cave

Ayes – All

The motion passed.

**11. Approval of Maintenance Agreement With Washington County, Ramsey County, and Woodbury, Project 03-15, Century Avenue Improvements**

Councilmember Juenemann moved to approve the Maintenance Agreement with Washington County, Ramsey County and the City of Woodbury for the Century Avenue Improvements, City Project 03-15 and authorize the Mayor and City Manager to sign the agreement signifying council approval. Minor revisions can be approved by the City Attorney.

Seconded by Councilmember Cave

Ayes – All

The motion passed.

**12. Approval of Purchase of Fleet Maintenance Parallelogram Lift**

Councilmember Juenemann moved to approve to enter into a contract with Benco Equipment for the Purchase of a Steril Koni SKY 250 Lift under the MN State Contract #438688 in the amount of \$130,940.

Seconded by Councilmember Cave

Ayes – All



Seconded by Councilmember Cardinal

Ayes – Mayor Rossbach, Council  
Members Cardinal, Cave and  
Juenemann  
Abstain – Councilmember Koppen

The motion passed.

## I. UNFINISHED BUSINESS

### 1. Approval of Purchase of Carts Through the Recycling Contract

Assistant City Manager/Community Development Director Coleman gave the staff report. City Manager Ahl gave additional information and answered questions of the council.

Councilmember Cardinal moved to form an agreement with Tennis Sanitation to lease the carts for recycling for one year.

Seconded by Councilmember Cave

Councilmember Cardinal withdrew his motion.

Councilmember Juenemann moved to table the Purchase of Carts through the Recycling Contract for 6 weeks until the November 25, 2013 meeting to allow time for the Ramsey County Manager to review process and drafting of the final grant agreement which will outline specifics of how the grant monies can be used.

Seconded by Councilmember Cardinal

Ayes – All

The motion passed.

### 2. Approval of 2014 Charitable Gambling Awards

Assistant City Manager/Community Development Director Coleman gave the staff report. City Manager Ahl answered questions of the council. Police Chief Schnell answered additional questions of the council.

Councilmember Cave moved to approve the 2014 Charitable Gambling Awards:

<b>Organization</b>	<b>Amount Requested</b>	<b>Proposed Award</b>
American Red Cross - TC Area Chapter	\$2,000.00	\$0*
Boy Scout Troop 461	\$1,000.00	\$630
Boy Scout Troup 197	\$2,000.00	\$1,080
CHILD Inc	\$200.00	\$80
Dispute Resolution Center	\$2,000.00	\$940
District 622 Education Foundation	\$2,500.00	\$1,310
District 622 Fusion Drumline	\$2,700.00	\$0*
Gethsemane Lutheran School	\$10,000.00	\$830
Hmong American Education Fund	\$4,490.00	\$1,600
Maple Tree Monastery Childcare Center	\$762.50	\$0*

Maplewood Area Historical Society	\$19,547.00	\$7,889
Maplewood Fire Fighters Flower Fund	\$900.00	\$250
Maplewood Monarchs S.O. Team	\$3,000.00	\$1,400
Maplewood Police Explorers	\$5,000.00	\$2,420
Maplewood Police Reserves	\$5,000.00	\$2,660
Maplewood Youth Scholarship Fund	\$3,500.00	\$1,780
Ramsey County Fair	\$3,500.00	\$2,360
Second Chance Animal Rescue	\$800.00	\$160
Simon Youth Foundation - Maplewood Mall	\$300.00	\$50
St. Jerome's Catholic School	\$3,457.00	\$580
St. Mary's Health Clinics	\$15,000.00	\$3,000
The Salvation Army	\$3,000.00	\$680
Tubman Family Alliance	\$1,500.00	\$350
Webster Elementary School	\$3,800.00	\$580
White Bear Area YMCA	\$3,000.00	\$1,310
<b>Fund Reserves</b>		\$61
<b>TOTAL AMOUNT OF REQUESTS</b>	<b>\$98,957</b>	<b>\$32,000</b>

Seconded by Councilmember Cardinal

Ayes – All

The motion passed.

## J. NEW BUSINESS

### 1. Approval of an Annual Currency Exchange License Renewal for EZ Cash Maplewood LLC, 3035 White Bear Avenue

City Clerk/Citizen Services Director Guilfoile gave the staff report and answered questions of the council.

Councilmember Cave moved to approve the Currency Exchange License Renewal for EZ Cash Maplewood, LCC located at 3035 White Bear Avenue.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

### 2. Preliminary Approval for Issuance of Refunding Bonds

Finance Director Bauman gave the staff report.

Councilmember Juenemann moved to give preliminary approval of the Resolution for the sale of \$3,805,000 General Obligation Refunding Bonds Series 2013B.

#### RESOLUTION 13-10-980

#### RESOLUTION PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$3,805,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013B

A. WHEREAS, the City Council of the City of Maplewood, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue \$3,805,000 General

Obligation Refunding Bonds, Series 2013B (the "Bonds") to (i) refund in full the February 1, 2015 through February 1, 2021 maturities of the City's General Obligation Refunding Bonds, Series 2004A, dated April 1, 2004; (ii) refund a portion of the August 1, 2018 maturity and refund in full the August 1, 2019 through August 1, 2024 maturities of the City's General Obligation Improvement Bonds, Series 2004B, dated August 1, 2004; and

B. WHEREAS, the City has retained Springsted Incorporated, in Saint Paul, Minnesota ("Springsted"), as its independent financial advisor and is therefore authorized to sell these obligations by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9); and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

1. Authorization. The City Council hereby authorizes Springsted to solicit proposals for the competitive negotiated sale of the Bonds.

2. Meeting: Proposal Opening. This City Council shall meet at the time and place specified in the Terms of Proposal attached hereto as Exhibit A for the purpose of considering sealed proposals for, and awarding the sale of, the Bonds. The proposals shall be received at the offices of Springsted and shall be opened at the time specified in such Terms of Proposal.

3. Terms of Proposal. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Proposal" attached hereto as Exhibit A and hereby approved and made a part hereof.

4. Official Statement. In connection with the sale, the City Clerk, Mayor and other officers or employees of the City are hereby authorized to cooperate with Springsted and participate in the preparation of an official statement for the Bonds, and to execute and deliver it on behalf of the City upon its completion.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

### **3. Approval of Resolution Supporting Police Department Policy Development**

Police Chief Schnell gave the staff report

Councilmember Cardinal moved to approve the Resolution in support of Police Department Policy Development regarding response to domestic violence incidents involving law enforcement officers and/or high-profile persons.

#### RESOLUTION 13-10-981

A RESOLUTION OF SUPPORT FOR THE ESTABLISHMENT AND IMPLEMENTATION OF MAPLEWOOD POLICE DEPARTMENT POLICIES PERTAINING TO POLICE OFFICER-PERPETRATED DOMESTIC VIOLENCE AND POLICE RESPONSE TO DOMESTIC VIOLENCE BY PUBLIC FIGURES

WHEREAS, October is national Domestic Violence Awareness Month; and

WHEREAS, law enforcement has played a key role in the overall criminal justice system’s improvements to effectively respond to domestic violence; and

WHEREAS, the challenge posed by domestic violence to law enforcement agencies becomes even greater when police officers and other criminal justice system professionals are implicated; and

WHEREAS, consistency in the response to domestic violence regardless of community status, profile, or background is a matter of public trust and leadership; and

WHEREAS, the International Association of Chiefs of Police prepared model “best practices” policies for consideration by local units of government that make an affirmative statement that domestic violence will not be tolerated;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Maplewood, Minnesota:

1. That we support the Maplewood Police Department’s effort to develop and implement policies pertaining to police officer-perpetrated domestic violence and response protocols for domestic violence involving public figures; and
2. Direct that the Maplewood Police Department continue all efforts toward implementing effective and efficient strategies to prevent and intervene in incidents of domestic and family violence.

Adopted this 14<sup>th</sup> day of October 2013

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**K. AWARD OF BIDS**

None

**L. VISITOR PRESENTATION**

None

**M. ADMINISTRATIVE PRESENTATIONS**

**1. Council Calendar Update**

City Manager Ahl gave an update to the City Council Calendar.

**2. Cancellation of the November 4, 2013 Council Manager Workshop**

Councilmember Cardinal moved to cancel the November 4, 2013 City Council Manager Workshop Meeting.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**N. COUNCIL PRESENTATIONS**

**1. Early Voting**

Councilmember Juenemann clarified that it is not early voting in Maplewood, it is absentee voting. Maplewood residents can vote by absentee at City Hall from 8:00 a.m. to 4:30 p.m. Monday through Friday, from 10:00 a.m. to 3:00 p.m. on the Saturday before the election and from 8:00 a.m. to 5:00 p.m. the Monday before the election.

**2. MCC Postings**

Councilmember Cardinal requested that city staff is consistent in our policy for what is permitted to be posted at the Community Center and what is permitted at city hall.

**O. ADJOURNMENT**

Mayor Rossbach adjourned the meeting at 8:27 p.m.