

**DEEPHAVEN CITY COUNCIL MEETING
MONDAY, AUGUST 5, 2019
MINUTES**

1. **CALL MEETING TO ORDER:** Mayor Paul Skrede called the meeting to order at 7:00 p.m.

PRESENT: Mayor Paul Skrede, Councilmember's Melissa McNeill, Steve Erickson, and Tony Jewett

ABSENT: Councilmember Kent Carlson

STAFF: Police Chief Cory Johnson and City Administrator Dana Young

2. **PLEDGE OF ALLEGIANCE**

The Council recited the Pledge of Allegiance.

3. **APPROVE CONSENT AGENDA**

Motion by Councilmember Erickson to approve the Consent Agenda, consisting of the following items:

- A. Approve July 15, 2019 Executive Session Minutes
- B. Approve July 15, 2019 Regular Council Minutes
- C. Approve Verifieds
- D. Approve June 2019 Treasurer's Report

Seconded by Councilmember McNeill. Motion carried 4-0.

4. **MATTERS FROM THE FLOOR**

Warren Nelson, 3540 Hamilton Avenue, was present to state that he had placed some beach chairs down at Robinson's Bay Beach, which had been used fairly frequently until they were removed by the City. He stated that some of the chairs were older and had gotten broken at the beach but it was nice to have them down there for residents to use.

Administrator Young stated that he had the public works crew remove the chairs. He stated that he would have no problem if someone brought a chair down to the beach as long as they were removed at the end of the day. He stated that these chairs were simply left down at the beach for several weeks. He stated that he had a concern regarding the appearance of these chairs and with the liability of having these older chairs used by the public.

Mayor Skrede suggested that this issue could be brought before the Park Committee.

Warren Nelson also noted that the catch basin on Montgomerie Avenue is no longer working.

5. UNFINISHED BUSINESS

A. Adopt Resolution No. 25-19, Approving Bid on Street Improvement Project

Administrator Young stated that this project includes street resurfacing and storm water installation on Easton Road and street resurfacing on Northern Road. The storm water installation includes a new storm water line and catch basins on Easton Road, a new storm water line bored across the properties at 19025 Easton Road and 19030 Rutledge Road, and the extension of the storm water line under Rutledge Road to the existing storm water main at the corner of Rutledge Road and Deephaven Avenue.

He stated that the project was bid to allow the Council to select either the bid for the Easton Road Project or the Northern Road Project due to potential concerns regarding costs or the ability to obtain easements for the Easton Road Project. The following bids were received:

<u>Bidder</u>	<u>Easton Road</u>	<u>Northern Road</u>	<u>Total</u>
Northwest Asphalt	\$304,832.45	\$ 92,185.60	\$397,018.05
Valley Paving	\$362,223.00	\$137,776.00	\$499,999.00
Meyer Contracting	\$409,153.75	\$159,790.50	\$568,944.25

He stated that the low bid was submitted by Northwest Asphalt, who is the same contractor that did the Highland & Parkway Street Improvement Project, at a total bid of \$397,018.05. The engineer's estimate for this project was \$300,000 for Easton Road and \$90,000 for Northern Road for a total of \$390,000..

He stated that a major concern is how this new bid will fit into overall 2019 project costs. He stated that adding this project to the existing schedule of 2019 street improvement projects could result in project expenses exceeding project revenues by approximately \$24,000.

Mayor Skrede stated that the original cost of the Northern Road project had been estimated at approximately \$50,000 and the Easton Road project at \$200,000. He stated that this additional cost is the only way to get proper drainage on Easton Road. He stated that we need to obtain an easement to bore the storm water line from Easton Road to Rutledge Road and one of the residents is requesting a berm to be installed along her driveway to direct water into the new catch basin. He stated that we need to clarify the overall dimensions of the berm described in her request.

He stated that the resident is also requesting the repair of the existing catch basin in her backyard, which he felt was probably redundant. He stated that he didn't know if this should be at the city's cost or the resident's cost. He noted that the catch basin and pipe would be maintained at the homeowner's expense once it has been installed. He stated that he didn't want to stop this \$400,000 project for a cost of \$1,500.

Councilmember Erickson asked if temporary easements would be needed. Administrator Young stated that they would be needed.

Councilmember McNeill asked if the extension of storm water pipe would require the removal of trees. Administrator Young stated that the contractor will do their best to save the trees.

Mayor Skrede stated that Northwest Asphalt is the same company that worked on the Highland Avenue & Parkway Street Improvement Project.

Councilmember Jewett noted that, as part of their overall bid, Northwest Asphalt bid \$1.00 per lineal foot for curb installation. He stated that this seemed very low in comparison with the other bids that were submitted.

Mayor Skrede stated that he would ask this question at the preconstruction meeting.

Motion by Councilmember Jewett to adopt Resolution No. 25-19, a Resolution approving the bid submitted by Northwest Asphalt in the amount of \$397,018.05, which includes both the Easton Road Project and the Northern Road Project, subject to obtaining the executed required easement documents. Seconded by Councilmember McNeill. Motion carried 4-0.

B. Authorize Pay Request No. 1 to Northwest Asphalt

Administrator Young stated that the only thing Northwest Asphalt has to finish on the Highland Avenue & Parkway Street Improvement Project is the restoration work. He stated that they plan on coming in to finish the restoration work on August 12 & 13.

Mayor Skrede asked that staff post notice on the webpage once the restoration work is completed.

Motion by Councilmember Erickson to authorize Pay Request No. 1 to Northwest Asphalt in the amount of \$232,259.90 for the 2019 Highland Avenue & Parkway Project. Seconded by Councilmember Jewett. Motion carried 4-0.

C. Approve One-Year Probationary Period, Officer Dan Smith

Police Chief Johnson stated that Officer Dan Smith will complete his one year mandatory probation period on August 7, 2019. He stated that Officer Smith has proven to be a good fit and a solid patrol officer for our Department and City. He stated that he does a great job, is easy to manage, and is well-deserving of getting off of probationary status.

Motion by Councilmember McNeill to approve the One-Year Probationary Period of Officer Dan Smith and that his employment status be changed to full-time permanent employee and his wage be adjusted accordingly. Seconded by Councilmember Erickson. Motion carried 4-0.

D. Authorize Payment to Pipe Services for the 2019 Sewer Cleaning & TV Project

Administrator Young stated that the Deephaven City Council authorized entering into a contract with Pipe Services on March 2, 2019 for the 2019 Sewer Main Cleaning & Televising Project. The original bid for this project was \$45,060.25. He stated that Pay Request No 1 in the amount of \$5,192.23 was made on May 7, 2019. He stated that a Final Payment Request in the amount of \$37,669.02 from Pipe Services has been submitted for approval by the City Engineer. The total cost of the 2019 Sewer Main Cleaning & Televising Project came in at \$42,861.25 or \$2,199.00 under the original bid price.

Motion by Councilmember Jewett to authorize Final Payment to Pipe Services in the amount of \$37,669.02 for the 2018 Sewer Main Cleaning & Televising Project. Seconded by Councilmember Erickson. Motion carried 4-0.

E. Other

There was no other Unfinished Business this evening.

6. NEW BUSINESS

A. Other

Mayor Skrede stated that Councilmember Erickson is finding it difficult to complete the city webpage conversion due to his busy schedule and recommended that Councilmember Erickson be allowed to hire someone at \$20.00 per hour to complete the conversion under his supervision.

Councilmember Jewett suggested using the Vantage Program at the High School.

Councilmember McNeill stated that, with school not in session yet, we need to get this project done sooner.

Councilmember Erickson suggested using the Vantage Program for future webpage updates.

7. DEPARTMENT REPORTS

A. Police Department

Police Chief Johnson presented the July Incident Report for Council review and noted that National Night Out block parties will be held on August 6th.

B. Excelsior Fire District

Councilmember Erickson provided a summary of the July 24, 2019 EFD Board meeting. He stated that the Board reviewed and approved the 2020 Budget, five new recruits are in the process of finishing their required training, and the Department recently celebrated David Hoo's 50th Anniversary with the Excelsior Fire District.

C. Public Works

Administrator Young provided an update on recent and upcoming public work activities.

Mayor Skrede noted that Steven Streeter is attempting to raise private donations to repair the water fountain, bricks, and bushes at Cottagewood Children's Park.

D. Administration

Administrator Young provided a brief summary on the following items:

- 2019 Year to Date Financial Summary Summary
- Paddleboard Rack Update
- Shuck Park Tennis Court Project Update
- Street Reconstruction Bond Received

8. ADJOURNMENT

Motion to adjourn by Councilmember Erickson, seconded by Councilmember McNeill. Motion carried 4-0. The meeting adjourned at 8:12 p.m.

_Respectfully submitted,
Dana H. Young
City Administrator