

**DEEPHAVEN CITY COUNCIL MEETING  
MONDAY, JUNE 15, 2020  
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 Kent Carlson, Steve Erickson, Tony Jewett, and Melissa McNeill

STAFF: 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. June 1, 2020 City Council Minutes
- B. Adopt Resolution No. 20-20, Designating Polling Places
- C. Approve April 2020 Treasurer's Report

Seconded by Councilmember McNeill. Motion carried 5-0.

4. **MATTERS FROM THE FLOOR**

There were no Matters from the Floor this evening.

5. **NEW BUSINESS**

- A. **Approve Six-Month Probation of Chris Bennis, Public Works Employee**

Administrator Young stated that the City of Deephaven hired Chris Bennis on January 6, 2020 to the position of Public Works Maintenance Worker following the resignation of Randy Clay. He stated that Public Works Foreman John Menzel has written the following description of Chris Bennis's work performance after completing the first six months of employment with the City:

"In the six months Chris has been employed with the City of Deephaven, he has shown he is a dedicated employee by continually showing up to work on time and has shown to be a self-starter. He also completes all work assigned to him in a timely manner, follows directions well all while having a positive attitude and gets along with all of his co-workers. All in all, Chris has shown to be an asset to the City of Deephaven."

He stated that Chris Bennis has done a very good job in the performance of his duties and has met every expectation as a Public Works Maintenance Worker. For this reason, staff recommends the continuation of his employment with the City of Deephaven.

Motion by Councilmember Carlson to approve the six-month probationary period of Public Works Maintenance Worker Chris Bennis and authorize an increase in his hourly wage from \$23.6914 to \$24.8761 per hour for the successful completion of his probationary status. Seconded by Councilmember Erickson. Motion carried 5-0.

**B. Approve Preliminary 2021 LMCD Budget**

Administrator Young stated that the funding of the LMCD is governed by Minnesota State Statute 103B.635. The LMCD Board is required to prepare and submit a detailed budget of the upcoming year to the governing body of each municipality in the District on or before July 1<sup>st</sup>. The governing body of each municipality in the District shall review the budget and the LMCD Board, upon notice from a municipality, must hear objections to the budget. After the hearing, the board may modify or amend the budget.

He stated that the levy for the City of Deephaven is proposed to decrease 0.92% or \$237.00 next year from \$25,798 in 2020 to \$25,561 in 2021.

Motion by Councilmember Carlson to approve the 2021 LMCD Budget as presented. Seconded by Councilmember Erickson. Motion carried 5-0.

**C. Adopt Resolution No. 21-20, Approving 2021 Agreement with Woodland**

Administrator Young stated that the Woodland City Council approved the 2021 Contract for Services with the City of Deephaven on June 8, 2020. A summary and comparison of the 2021 contract with the 2018 - 2020 contracts are shown below:

Service	2018 Contract	2019 Contract	2020 Contract	2021 Contract
Clerical Services	\$49,038	\$48,042	\$39,189	\$43,530
Police Services	\$117,409	\$120,931	\$124,559	\$128,296
Zoning Coordinator Services	\$39.52	\$41.81	\$41.74	\$43.53
Building Inspection Services:				
1 <sup>st</sup> \$10,000 in fees	Deephaven	Deephaven	Deephaven	Deephaven
60% of Balance	Woodland	Woodland	Woodland	Woodland
40% of Balance	Deephaven	Deephaven	Deephaven	Deephaven

- The 2021 Clerical Service fee increases 11.1% due to the increase in the salary step schedule for current Woodland Clerk Sara Skalle.
- The 2021 Police Service Fee increases 3% due to a proposed 3.0% employee salary increase in 2021, salary step increases for our newer officers, and a projected 5% increase in health & dental insurance for the members of the Deephaven Police Department.

- The 2021 Zoning Coordinator Fee increases 4.3% due to a proposed 3.0% salary increase, a salary step pay increase, and a projected 5% increase in health and dental insurance costs for Planning Director Pat Smith in 2021.
- And finally, no change is proposed in the calculation of the Building Inspection Services formula.

Motion by Councilmember Carlson to adopt Resolution No. 21-20, a Resolution Approving the 2021 Contract for Services with Woodland. Seconded by Councilmember McNeill. Motion carried 5-0.

**D. Other**

There was no other New Business this evening.

**6. UNFINISHED BUSINESS**

**A. Adopt Resolution No. 22-20, Approve Dale Avenue Vacation**

Administrator Young stated that the public hearing on the request to vacate a portion of Dale Avenue was originally held on April 20<sup>th</sup>. He stated that there was no one in attendance at that meeting to either support or object to the proposed vacation. The Council held further discussion on the street vacation request on May 4<sup>th</sup> in anticipation of obtaining additional information regarding the existing pedestrian easement that crosses the portion of Dale Avenue to be vacated and on the relatively unusual configuration of the portion of Dale Avenue that was proposed to be vacated. At this meeting, the Council requested the following information from the applicant in order to approve the vacation request:

- Reserve the right to maintain the existing pedestrian easement (Doc. No. 1926316) in the vacation resolution, at least until an alternate location for a pedestrian easement is provided in the lot combination.
- Revise the vacated portion of Dale Avenue to include all of Dale Avenue west of the western line of Walden Trail.

He stated that both of these items have been addressed in the attached resolution and site map. With the difficulty in obtaining the necessary information, city staff informed the applicant on April 22<sup>nd</sup> that the City has extended the 60-day time limit by an additional 60 days. He stated that the City Council has until June 24<sup>th</sup> to approve or deny the vacation request or ask the applicant to officially withdraw his request.

Motion by Councilmember Carlson to Adopt Resolution No. 22-20, a Resolution Vacating a Portion of Street upon Petition of a Majority of Abutting Landowners. Seconded by Councilmember Erickson. Motion carried 5-0.

**B. Other**

Mayor Skrede stated that he had recently learned that the Tour de Tonka was planning to start and finish the tour at the Minnetonka Community Education Center. He stated that this runs counter to the Special Event Permit that was granted to the Tour de Tonka by the Deephaven City Council earlier this year. He stated that he informed Police Chief Johnson to let MCE Director Tim Litfin know that the Council would not allow the entire tour to start and finish in Deephaven.

**7. REPORTS FROM STANDING COMMITTEES**

**A. Park Committee**

Administrator Young provided a brief review of the Park Committee meeting held on June 2, 2020 regarding the following items:

- Discussed the Deephaven Beach Restroom Project
- Discussed the Ten-Year Park & Beach Improvement Project
- Reviewed a request to install a 9-Hole Frisbee Golf Course at Thorpe Park. It was recommended that Scott Hemink review Burton Park and the Parkway as alternate locations.

**B. Public Works Committee**

Administrator Young provided a brief review of the Public Safety & Public Works Committee meeting held on June 9, 2020 regarding the following items:

- Recommended approval of a limited street sweeping on Vine Hill Road and Minnetonka Blvd in July at a cost not to exceed \$1,000
- Discussed problems with mountain biking at Burton Park
- Discussed drainage issues at 19840 Manor Road, 3915 Walden Road, 20500 Linwood Road, 20664 Linwood Road, & 3455 Hamilton Avenue.
- Discussed concerns regarding the appearance of the island in the Hillcrest Lane cul-de-sac

**8. ADJOURNMENT**

Motion to adjourn by Councilmember Erickson, seconded by Councilmember McNeill. Motion carried 5-0. The meeting adjourned at 7:33 p.m.

Respectfully submitted,  
Dana H. Young, City Administrator