

CITY OF MENDOTA HEIGHTS  
DAKOTA COUNTY  
STATE OF MINNESOTA

Minutes of the Regular Meeting  
Held Tuesday, January 3, 2023

Pursuant to due call and notice thereof, the regular meeting of the City Council, City of Mendota Heights, Minnesota was held at 6:00 p.m. at City Hall, 1101 Victoria Curve, Mendota Heights, Minnesota.

CALL TO ORDER

Mayor Levine called the meeting to order at 6:00 p.m. Councilors Lorberbaum, and Mazzitello were also present. Councilors Paper and Miller were absent.

OATH OF OFFICE

City Administrator Jacobson administered the Oath of Office to Councilors Mazzitello and Lorberbaum and Mayor Levine.

Councilor Lorberbaum introduced herself, thanking her family, those who supported her campaign, and those who voted for her. She commented that she pledges to listen to the community, support the residents, businesses, and schools in order to continue to make the city a vibrant place.

Councilor Mazzitello thanked all of the residents that voted and are active in the city processes. He thanked his daughter and fiancé for their assistance during the election. He commented that he is humbled to continue to serve his city.

Mayor Levine commented that she is excited to continue the work as Mayor and acknowledged the community that continues to be engaged and invested. She commented that the council will continue to meet the high expectations of the residents by working together along with City staff. She acknowledged the support of her family.

PLEDGE OF ALLEGIANCE

Council, the audience, and staff recited the Pledge of Allegiance.

AGENDA ADOPTION

Mayor Levine presented the agenda for adoption. Councilor Lorberbaum moved adoption of the agenda. Councilor Mazzitello seconded the motion.

Ayes: 3

Nays: 0

CONSENT CALENDAR

Mayor Levine presented the consent calendar and explained the procedure for discussion and approval. Councilor Mazzitello moved approval of the consent calendar as presented, pulling items J and M for a separate discussion.

- a. Approval of December 6, 2022 City Council Minutes
- b. Approval of December 20, 2022 City Council Minutes
- c. Approval of December 20, 2022 City Council Work Session Minutes
- d. Designation of 2023 Acting Mayor
- e. Designation of Official Newspaper for 2023
- f. Approval of Resolution 2023-03 Appointment Fire Relief Board of Trustees
- g. Approval of Appointments to Commissions and Boards
- h. Approval of Resolution 2023-05 Changing the Start Time of City Council Meetings
- i. Approval of Massage Therapist License
- ~~j. Approval of 2023 Financial Items and Authorize Finance Director to Execute Electronic Payments and Prepay Claims~~
- k. Acknowledgement of November 2022 Fire Synopsis
- l. Approval of Purchase of Bobcat Toolcat for Public Works
- ~~m. Approval of a Professional Services Contract for Planning Services with Swanson Haskamp Consulting, LLC~~
- n. Approval of Claims List

Councilor Lorberbaum seconded the motion.

Ayes: 3

Nays: 0

#### PULLED CONSENT AGENDA ITEMS

#### J) APPROVAL OF 2023 FINANCIAL ITEMS AND AUTHORIZE FINANCE DIRECTOR TO EXECUTE ELECTRONIC PAYMENTS AND PREPAY CLAIMS

Councilor Lorberbaum noted that there are a series of resolutions and noted that she would need to recuse herself from the first resolution.

Mayor Levine noted that they would then need to pull Resolution No. 2023-01 and table that item as without Councilor Lorberbaum they would not have a quorum for approval.

City Administrator Cheryl Jacobson noted that tabling would occur automatically as there would not be a quorum for the vote.

Councilor Mazzitello moved to approve RESOLUTION 2023-02 ACCEPTING PLEDGE SECURITIES FOR 2023.

Councilor Lorberbaum seconded the motion.

Ayes: 3

Nays: 0

#### M) APPROVAL OF A PROFESSIONAL SERVICES CONTRACT FOR PLANNING SERVICES WITH SWANSON HASKAMP CONSULTING, LLC

Councilor Lorberbaum stated that the request states that the planning services are estimated at 10 to 15 hours per week. She commented that Mr. Benetti worked 40 hours per week which would lead her to believe that some things would not get done. She asked what would be prioritized and what would not be done.

City Administrator Cheryl Jacobson stated that the request for an interim planning services contract for 10 to 15 hours per week would provide the minimum priority work for planning and permit services. She stated that the focus of the consultants would be the services requested daily. She noted that other City staff would handle some of the other duties. She highlighted certain items that would not receive priority during this time such as code enforcement.

Councilor Lorberbaum moved to approve A PROFESSIONAL SERVICES CONTRACT FOR PLANNING SERVICES WITH SWANSON HASKAMP CONSULTING, LLC.

Councilor Mazzitello seconded the motion.

Ayes: 3

Nays: 0

#### PUBLIC COMMENTS

No one from the public wished to be heard.

#### PRESENTATIONS/RECOGNITIONS

No items scheduled.

#### PUBLIC HEARING

No items scheduled.

#### NEW AND UNFINISHED BUSINESS

##### A) REQUEST FOR PROPOSALS – VALLEY VIEW HEIGHTS PLAYGROUND REPLACEMENT

Parks and Recreation Manager Meredith Lawrence explained that the Council was being asked to authorize the issuance of a Request for Proposals (RFP) for the playground replacement at Valley View Heights Park.

Councilor Lorberbaum mentioned the engineering wood fiber surfacing and asked if the City has a choice on the surfacing.

Parks and Recreation Manager Meredith Lawrence commented that federally there are standards set related to playground surfacing. She stated that the city can use engineered wood fiber or pour in place surfacing. She noted that the pour in place surfacing is much more costly, estimating about \$50,000 for this small park. She stated that if that surfacing were desired, she would suggest using it at a larger park with more community access.

Mayor Levine referenced the proposed funding and asked for clarification on whether the \$75,000 would be the total project cost.

Parks and Recreation Manager Meredith Lawrence confirmed that the total project cost would be \$75,000 and staff would determine a fair allocation of funding between fund balance and the special parks fund.

Mayor Levine asked the members of the Park and Recreation Commission that were part of the task force.

Parks and Recreation Manager Meredith Lawrence replied that Commissioners Blanks and Sherer were part of the task force in addition to Student Representative Murphy.

Mayor Levine commented that she does support the project but noted that the community has not yet had an opportunity to review the project. She recognized that will occur once the RFPs are received. She noted the covered canopy desired for the park but noted the high cost of that element. She stated that the park could have more features rather than the canopy as there are trees at the park to provide shade. She asked if the RFP could provide options with and without the canopy.

Parks and Recreation Manager Meredith Lawrence stated that the canopy could be listed as an alternate but noted that she would have to amend the RFP language. She stated that the canopy could also be removed, or the total project budget could also be increased.

Councilor Mazzitello asked if there are milestones in the process where features could be added or removed based on the proposals from the vendors.

Parks and Recreation Manager Meredith Lawrence stated that if the process were changed, she would want to allow all vendors to submit plans based on those changes.

Councilor Mazzitello provided the scenario that all proposals exceed \$90,000 and asked if at that point elements could be removed to keep the project within the budget. He stated that he would prefer listing the canopy as a bid alternate.

Councilor Lorberbaum confirmed that she would also like to list the canopy as a bid alternate.

Mayor Levine agreed. She noted that the best shade structure is a tree and additional trees could always be planted to provide more shade.

Parks and Recreation Manager Meredith Lawrence confirmed the change that would be made to the RFP to list the canopy as an alternate and the requirement to have pictures with and without the canopy.

Councilor Mazzitello moved to authorize THE RELEASE OF THE REQUEST FOR PROPOSALS FOR THE VALLEY VIEW HEIGHTS PARK PLAYGROUND REPLACEMENT WITH THE STIPULATION THAT THE COVERED CANOPY BE LISTED AS A BID ALTERNATE AND THAT RESPONDENTS TO THE RFP BE REQUIRED TO PROVIDE PROPOSALS WITH AND WITHOUT THE COVERED CANOPY IN BOTH PHOTOGRAPHS AND PRICE.

Councilor Lorberbaum seconded the motion.

Ayes: 3

Nays: 0

### COMMUNITY ANNOUNCEMENTS

City Administrator Cheryl Jacobson announced upcoming activities and events.

### COUNCIL COMMENTS

Councilor Lorberbaum thanked everyone for watching the meeting, for those that attended, and those that supported her campaign. She also thanked Ultan Duggan for his 35 years of service to the City. She shared a quote with the group. She commented that she is committed to maintaining the character and quality of life in Mendota Heights.

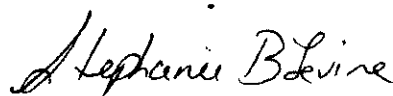
Councilor Mazzitello wished everyone a happy new year. He invited everyone to come to the Copperfield on January 14 to share a cup of coffee and conversation with he and Councilor Lorberbaum. He asked drivers to slow down and be cautious with the winter weather.

Mayor Levine stated that she was able to attend the short videos created by students on the dangers of vaping. She noted that they would be available online and asked that residents watch and share them in order to spread awareness on the dangers of vaping. She also wished Community Development Director Tim Benetti well in his next adventure in Apple Valley.

### ADJOURN

Councilor Mazzitello moved to adjourn.  
Councilor Lorberbaum seconded the motion.  
Ayes: 3  
Nays: 0

Mayor Levine adjourned the meeting at 6:46 p.m.



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Stephanie Levine  
Mayor

ATTEST:



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Christine Lusian  
City Clerk