



CITY OF CORCORAN  
City Council Minutes  
February 23, 2023 – 7:00 pm

The Corcoran City Council met on February 23, 2023, in Corcoran, Minnesota. The City Council meeting was held in person and the public was present in person and remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee, Councilor Bottema, Councilor Nichols, Councilor Schultz, and Councilor Vehrenkamp were present.

City Administrator Beise, City Clerk Friedrich, Planner McKeown, Public Works Director Mattson, and City Planner Lindahl were present.

**1. Call to Order/Roll Call**

Mayor McKee called the meeting to order at 7:00 pm.

**2. Pledge of Allegiance**

Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.

**3. Agenda Approval**

City Administrator Beise noted items 6a-b, will need to be moved to a future Council meeting, item 8b, Concept Sketch Plan for Amira Village, was removed per applicant request, and request was made by applicant to table item 10a, to a future Council meeting. City Administrator Beise noted the addition of item 11b, a water infrastructure bonding bill update, and 11c, Hackamore Road Improvement Project. City Administrator Beise noted Minutes were emailed to Council with copies included on the dais and added to the agenda.

**MOTION:** made by Schultz, seconded by Vehrenkamp to approve the agenda as modified.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

**4. Commission Representatives**

Mayor McKee noted Planning Commissioner Van den Einde and Parks and Trails Commissioner Nybo were present via electronic means.

**5. Open Forum (Public Comment Opportunity)**

Mayor McKee invited residents to communicate in-person or telephonically during Open Forum for items not included on the agenda. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment opportunity.

**6. Presentations/Recognitions**

- a. Resolution 2023-16 Honoring Parks and Trails Commissioner Sharon Meister

Moved to March 9, 2023, Council meeting.

- b. Resolution 2023-17 Honoring Planning Commissioner Jim Shoulak

Moved to March 9, 2023, Council meeting.

**7. Consent Agenda**

- a. 2023-01-26 Draft Council Work Session Minutes  
b. 2023-01-26 Draft Council Minutes  
c. Financial Claims  
d. Temporary Liquor License – Lions Park June 2-4, 2023  
e. Schedule Work Session March 9, 2023 – Pedestrian Crossing Policy  
f. Accepting Commission Resignations and Appointment Process

g. Resolution 2023-14 Accepting Donation – Sports Star  
Photography

Council requested item 7g., be pulled for discussion and comment.

**MOTION:** made by Nichols, seconded by Schultz to approve agenda items 7a-f as presented.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Council discussed item 7g, Donation by Sports Star Photography and requested more information regarding vendors the City utilizes and the vendor issuing donations back to the City. City Administrator Beise noted the photography service provided is for parks and recreation programs for pictures, and noted other photography vendors utilize the same process. City Administrator Beise noted the donation is based on the gross dollar amount of pictures sold to participants within the program. Council inquired on multiple vendors and how the decision is made in which vendor to utilize. City Administrator Beise noted vendor selection involves pricing, customer service provided, and what products are offered. City Administrator Beise noted the donations go back directly to support the program. Council tabling the item to later in the meeting. Council discussed the preferred vendor receives access to the family names within the program, and inherently the City acts as the authoritative power to the vendor or company with that access. Council discussed not accepting the donation due to conflict of interest, and requesting vendors offer a discount to the families that are purchasing the pictures rather than the program benefiting from parents purchasing pictures.

**MOTION:** made by McKee, seconded by Schultz to table Consent Agenda item 7g, until April to allow staff time to gather additional information and review alternate options.

Council discussed a motion to not accept the donation to avoid additional staff time and work, and briefly discussed city-accepted donations.

Council made a friendly amendment to the Motion to table Consent Agenda item 7g, until April to allow staff time to gather additional information and review alternate options to incorporate the end user with a discount, Schultz seconded the friendly amendment to the Motion.

Voting Aye: McKee, Nichols, Schultz, and Vehrenkamp

Nay: Bottema

(Motion carried 4:1)

**8. Planning Business (Public Comment Opportunity)**

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Planning Business for items 8a and 8c. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment opportunity.

a. Concept Sketch Plan – Kariniemi

City Planner Lindahl reviewed the sketch for Kariniemi Meadows at 23185 County Road 10, and noted the sketch plan is for an outlot that was platted previously as part of Karaniemi Meadows with the addition of another parcel. City Planner Lindahl reviewed Kariniemi Meadows as a nine-lot subdivision with one large outlot. City Planner Lindahl noted the applicant is now reviewing the outlot, which is roughly a 40-acre parcel on Larson Road that would combine, and are proposing three commercial lots, eight residential lots, and two outlots which does work with the open space preservation plat math. City Planner Lindahl noted with regard to the open space preservation plat, the Outlot A that was platted with Karaniemi Meadows had four development rights and noted the Wicht property to the south has four development rights, they would use three for the commercial with a resulting eight for the open space preservation plat on Larson. City Planner Lindahl noted in this concept the commercial lots wrap around the Public Works facility with one lot on the north side, and a flag log directly north and east of the Public Works facility and noted currently the lot does not meet the minimum frontage requirements for the commercial district, the third lot is south of Public Works and applicant would request a comprehensive plan amendment to re-guide the lots from rural ag to rural service commercial, and rezone from rural residential to rural commercial, similar to the zoning on County Road 19 and County Road 19 for the properties with the property on Larson slated as open space preservation plat, and does comply with code, however, the open space preservation plat as it is written, indicates 50 percent of the open space must be buildable. City Planner Lindahl noted buildable per code is different than developable and code indicates buildable does not deduct floodplain and this project is the first project where there is a large area of floodplain. City Planner Lindahl noted the significance is the open space area contains very little upland outside of the floodplain but continued in shoreland it's still open

space with 50 percent of the land, which does comply with the code as it is written. City Planner Lindahl noted on the current concept plan using developable verbiage to reflect the same parameters in the rest of the subdivision and zoning ordinances. City Planner Lindahl reviewed Outlot B along County Road 10 on the west side of the creek, noting code does not allow unbuildable outlots, and noted the outlot would need to be part of Outlot A or part of Lot 9. City Planner Lindahl reviewed the challenges of combining Outlot A and Lot 9 as a trail would then go through that parcel or lot, and noted the larger lot size would be a benefit to the non-conforming structures on the lot. City Planner Lindahl noted the County transportation policy, and engineers' memos regarding improvements required on Larson Road, and limited access points on the County Road. City Planner Lindahl noted Parks and Trails Commission recommended to Council last year, and Council supported the recommendation regarding an existing trail, and a trail dedication upon commercial property development. City Planner Lindahl noted the trail was not taken when the plat was recorded because Public Works and Parks and Trails Commission wanted to walk the site with landowner to locate the dedicated trail location, and was approved as a moan or wood chip trail, but further determination was necessary to work with the plan that would follow what was approved and then continue south along the north side of the creek out to County Road 19. City Planner Lindahl noted the location of the trail on the north and east/west section where a commercial connection to 19 will occur would be sent back to Parks and Trails Commission to review. City Planner Lindahl noted Council comments are advisory, but applicant appreciates as much feedback as Council can provide. Council and staff discussed Outlot A and reviewed buildable estimates at 40.9 acres, with usable space as defined by code at 34 acres, which subtracts the wetland and creek at 6 acres, and area below the flood plain is 19.5 acres, so roughly 25.5 of the 40 acres are not buildable. City Planner Lindahl specified 32.4 acres of open space are required to be preserved. Council asked to hear from the applicant and applicant was experiencing technical difficulties. Technical difficulties continued.

**MOTION:** made by Bottema, seconded by Nichols to table item until applicant can be available to review project and answer questions.

Council noted a specific timeframe to reschedule item, and also commented on sharing Council thoughts, noting there are some discussion points that need to be addressed.

Councilor Bottema withdrew his Motion.

Motion fails for lack of withdrawn second Motion, and lack of Council vote.

Council noted requesting applicants appear in person when a concept plan is being presented.

Nate Kariniemi, applicant, apologized for the technical difficulties and noted City Planner Lindahl has laid out the specifics of the concept plan. Mr. Kariniemi requested Council feedback regarding the open space ratio and indicated the County would consider access to County Road 19, but wanted to understand what the city's viewpoint would be, and use of the parcel for commercial and residential so a decision would be based on daily traffic demands. Council asked applicant how Outlot A would redevelop in the future when municipal services are available. Mr. Kariniemi noted it would depend on what City code is, and is likely very far into the future, and does not have any proposed ideas at this time. Council inquired why the outlot has to be the size that it is and noted making the commercial lots larger. City Planner Lindahl responded the outlot is tied to the eight residential lots on the south. Council noted definition of buildable and developable will likely be amended for consistency.

**MOTION:** made by Bottema, seconded by Vehrenkamp, to amend the definition of buildable and developable for consistency with code.

City Administrator Beise requested a prioritization direction from Council for the code definition change.

Council requested to include the definition change at clean up time.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Council noted the big discussion topics include the three commercial lots, zoning changes, access by Public Works, eight residential lots, and trail. Council noted declining shared access with the Public Works driveway. Council discussed commercial zoning changes with the eight residential homes as a buffer, with commercial lot 3 as an actual single access point, if Hennepin County allows it the only concern would be that the traffic or access point does not affect the home directly across the street, and noted traffic lights and sight lines to the residential property. Council discussed park dedication requirement for land with the currently zoned property, and noted the desire to have additional trails, noted the creek in the area, and the possibility of obtaining a little more high-quality park land. Council questioned how much land would the City

be able to obtain, if the City chose not to accept cash in lieu and how much land would the City be entitled to if this project were to develop. City Planner Lindahl noted at the December 22 meeting, the update for rural residential was five percent of the land, commercial industrial was four percent of the land. City Planner Lindahl noted approximately five percent of 108 acres, so about 5 acres. City Planner Lindahl noted for the nine lot, Kariniemi Meadows subdivision, the City took the trail, and ended up giving them no Park Dedication for the trail easement because it is all under the floodplain. City Planner Lindahl noted the City took cash in lieu. Council and staff discussed the benefit of obtaining the whole outlet as a public park, buffer requirements around open space lots, and clarification of access to commercial lots needs to be a public street with developer responsible for costs. Council noted Public Works would have access to the street with two driveway accesses to the public street and would break the access to County Road 19. Nate Kariniemi, applicant; lost connection again.

City Planner Lindahl added Mr. Kariniemi may have a question regarding County access to the third lot, with Council indicating that access is okay as long as it does not align with the residential property directly across the road. City Planner Lindahl noted the County will allow one access with Public Works and the other two commercial lots.

Nate Kariniemi, applicant, was able to reconnect electronically via phone, and requested Council direction on support of the plan before County would agree to provide additional access on County Road 19. City Planner Lindahl confirmed the Council was supportive of the plan with individual access to County Road 19, as long as the access was not directly across from the residential property on the opposite side of County Road 19. Public Works Director Mattson noted depending on what the use is, the county will try to equidistant the spacing between the new access north at north Public Works and Larson Road. Public Works Director Mattson suggested when the developer and his team are reviewing the access, if that equidistance line matches up with that driveway, which might be something to review early in the process, especially if they require turn lanes based on density, the access point appears pretty close to the midpoint between those two roads. Council added if the access is not able to be offset, Council would discuss additional landscaping to help mitigate the change in zoning to the adjacent neighbors. Council and staff discussed that the County could force that access point, in which case, Council would not support the access for the third commercial lot.

b. Concept Sketch Plan – Amira Village

Applicant requested item be removed the agenda.

c. Transition Buffer Ordinance Discussion

City Planner Lindahl noted past discussion regarding the draft ordinance and noted there were a few changes based on Council direction. City Planner Lindahl noted Council also requested information on implementing the ordinance. City Planner Lindahl reviewed with Council other cities similar-type ordinances and noted the Ramsey staff indicated difficulty in enforcement, because of private property, and landscaping that residents may incorrectly assume is theirs. City Planner Lindahl noted utilizing easements may be the best tool to enforce. City Planner Lindahl noted the City Attorney recommended adding language to the draft ordinance that indicates any violation of this preservation easement is a misdemeanor, which is included globally in our city code, but specifically to be included in Chapter 1, and included as a code enforcement issue rather than a civil suit. City Planner Lindahl noted other cities handle violations through complaint-based notification, and do not complete any annual inspections. Council and staff discussed overplanting and the issues it creates. Council noted language in the draft ordinance to include allowance of a 10 ft encroachment for stormwater ponds into the buffer area and allow a partial allowance for that. City Planner Lindahl confirmed it was added as existing woodlands are protected. Council noted discussions regarding raised planting beds in the buffer yards, if they were considered temporary structures or not, structures that are not allowed, and structures that are allowed such as benches. Council discussed enhancements to buffers and open space buffer locations. Council also discussed the consideration of a local street separation between differing land uses such as one of lower-class buffers like an A or B, but not anything C or above. City Planner Lindahl noted the discussion was accurate but there was no change to it. Council reviewed buffers near cemeteries and churches, and City Planner Lindahl noted language could be added to include when existing parcels are replatted, they are not subject to the buffer requirements and sited the Hope Community Church project site as an example.

**MOTION:** made by Nichols, seconded by Bottema to ask staff to add a provision to the draft language to treat a local street as a class A buffer where a buffer is required, but not in any higher classification.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

**MOTION:** made by McKee, seconded by Schultz to amend Section 1060.070 Chapter 1 of City Code and draft ordinance as discussed.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Council noted the discussion on expanding the buffer use and if it was clarified in the discussion appropriately. City Planner Lindahl noted expanded use was combined, however, exemption for cemeteries needs further clarification. Council noted cemeteries were not exempt in past discussions. City Planner Lindahl, for clarification noted cemeteries would be in a cemetery, where with the Hope Church example, they wouldn't need to add buffering because of expanded use. Council consensus was to move forward the buffer yard draft ordinance and send to Planning Commission.

## 9. Unfinished Business

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Unfinished Business for 9a-9c. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment period, however, City Administrator Beise noted a comment card was received from Nate Kariniemi thanking Council for their comments.

### a. Mandatory Sewer and Water Connections and Request for Extension

City Administrator Beise reviewed a request to extend the mandatory sewer and water connections. City Administrator Beise noted in 2016, the City initiated the downtown water and utility streets improvement project that brought water and sewer infrastructure to the downtown area, as well as improved. City Administrator Beise outlined at that time there was a project requirement to have systems connected by 2019, with extensions for extenuating circumstances through June 30, 2023. City Administrator Beise noted Heidi here from Heidi's GrowHaus would like to speak about a request for an extension and obtain feedback from Council on how extending the deadline.

Heidi Heiland, Owner of Heidi's GrowHaus, thanked Council for the opportunity to discuss the extension tonight. Ms. Heiland requested another extension on hooking up to city sewer and water and is trying to proactive of the anticipated due date, as it will be difficult for her business to comply. Ms. Heiland noted an existing payment of the city sewer and water fees through property taxes and asked if that was correct? City Administrator Beise responded certain properties in the downtown district pay for TLAC and water connection fees through a finance agreement over time, but that is separate from the connection itself as that is generally funded through individual owners.

Ms. Heiland added that her company is fully compliant with that part of the project. Ms. Heiland explained the complications with her property because of where the access comes into the property, and with the suggestion \$60,000 cost to hookup, her business cannot afford the expense right now. Ms. Heiland noted the challenges recently occurring and though she has every intention to hook up when feasible, she is not able to at this time, and noted October will not be enough time. Ms. Heiland noted she thought she would be able to complete the hookup by this spring, but her business plan currently in place is cutting costs and trying to adopt new strategies until spring and summer bring customers through the doors. Ms. Heiland noted the hookup is a difficult capital improvement plan by itself, so she is requesting a different deadline, and for Council's understanding of her business situation.

Council discussed the current septic system at Heidi's GrowHaus and maintaining the existing well on the property after hookup, and financial impact to the City with extensions to hooking up to City sewer and water. Public Works Director Mattson noted the area charges already collected are the funding mechanism for the sewer and water infrastructure, and the extension of the connection hookup is related to compliance with City ordinances. City Administrator Beise noted the extension would extend to the remaining few businesses that have not yet connected. Council discussed extensions with final connection of October 2024. Council discussed the possibility of connecting the remaining businesses and assessing them through their property taxes so they could pay over time. City Administrator Beise noted that could be something to review with the City Attorney, because it is required by ordinance, once timelines have been established.

**MOTION:** made by McKee, seconded by Nichols to extend the sewer and water connection due date

through October 31, 2024, for the affected properties.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Council and staff discussed sending a letter out to the remaining properties on the final extension date.

b. Horseshoe Bend Feasibility Study

Rebecca Gunderson, 6300 Horseshoe Bend Drive, brought forth concerns of a pipe that appears to be remaining that runs across Rolling Hills, and it is listed as green instead of yellow, with a yellow one being put in and the green one remaining.

Public Works Director Mattson responded the focus was on what were the new pipes required in the drainage analysis and where were the existing pipes. Public Works Director Mattson noted staff recommendation is to replace existing pipes. Public Works Director Mattson asked for clarification of Ms. Gunderson's question reflected replacement the existing pipe that is there.

Ms. Gunderson confirmed that was her question and added the existing pipe is jagged and crumpled and is a safety concern.

Public Works Director Mattson noted the culvert would be addressed even if the project does not move forward.

**MOTION:** made by Bottema to approve option 2.

Motion fails for lack of second.

**MOTION:** made by Bottema, seconded by Vehrenkamp to approve Option 2 including a \$37,000 drainage maintenance, and direct staff to obtain engineering design services proposal for managing the 10-year storm event estimate at \$231,000.

Council and staff discussed other parts of the City experiencing flooding issues due to inadequate development and reviewed Corcoran Trail East and Corcoran Trail West, and are due to age of the neighborhood, precipitation, and different standards when the neighborhood was developed. Council and staff discussed assessments and appraisal valuations. Council and staff discussed the absence of a stormwater fund and noted this example illustrates the cost of maintenance. Council and staff discussed identifying what other projects may be necessary in the next few years. Council and staff discussed bonding for the current project and evaluate future fees or area charges to finance future projects.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

c. 2023 Capital Improvement Plan Purchase – Trail Maintenance Equipment

Public Works Director Mattson noted the Public Works team is bringing forward a recommendation for a 2023 approved expenditure and included in the breakdown showing bonding for a \$50,000 in trail maintenance equipment and accessories. Public Works Director Mattson noted after evaluation, and meeting with neighboring cities to understand what makes the most sense regarding trail maintenance equipment. Public Works Director Mattson noted the recommendation would be to purchase a John Deere 4066 tractor with a pro Pronovost p800 snow blower attachment. Public Works Director Mattson noted during the process, another tractor, a John Deere 4720, that is in the 2024 replacement plan, but not been presented yet, essentially is not needed, because the 4066 can serve a dual purpose and application in maintenance and general operations. Public Works Mattson reviewed the recommendation for the 4066 tractor is essentially to replace a tractor that was scheduled for replacement in 2024 anyhow. Public Works Mattson noted an example is in some of the newer neighborhoods, we have trailside, cross a bunch of driveways, with the blower allowing the user to redirect the snow away from driveways. Public Works Director Mattson noted other uses for the 4066 tractor include snow removal maintenance at city park, and utilized in weather-related events where there are large snow storage issues with ice underneath. Council and staff discussed the 4066 horsepower, other attachments for the tractor, brand comparisons, and cost. Public Works Director Mattson noted the monetary savings regarding the budget related item is approximately \$45,000 under budget and noted the multi-purpose 4066 tractor will serve a primary role for trail maintenance, as well as other tasks as needed. Council noted concern of purchasing trail maintenance equipment when the City has an old trail maintenance plan, noted Council, and the Parks and Trails Commission have not discussed a trail maintenance plan. Council noted a discussion regarding trail maintenance and what the needs are to determine equipment that is needed, if trails need to be maintained in the winter, what HOAs will cover, and what the City will be responsible for. Council noted beginning discussions to determine what the City will be doing regarding trail maintenance. Council

inquired how the equipment could be utilized on future trails within the community. Council noted discussion is necessary to determine if trails will be open year-round, and would they be maintained for walking or other weather-related activities like cross country skiing for snowshoeing. Council and staff discussed the tractor would be utilized on bituminous trail developments and not on sidewalks.

**MOTION:** made by Nichols, seconded by McKee to authorize staff to purchase the John Deere 4066R tractor with snow blower in the amount of \$45,500.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

## 10. New Business

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for New Business on items 10b-f. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment period.

### a. Financial Assistance – Tax Abatement and TIF

Moved to a future Council meeting.

**MOTION:** made by McKee, seconded by Vehrenkamp to add item 10a back into the agenda for Council discussion.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Council discussed the positive and negative attributes of tax abatement and TIF support for a sports complex in Corcoran. Council and staff briefly discussed financial aspects. Council discussed scheduling the item for the March 9 Council meeting.

### b. Charitable Gambling Fund – Table and Chair Purchase

Recreation Supervisor Christensen Buck presented a current staff request to purchase new tables and chairs for community events in Corcoran. Recreation Supervisor Christensen Buck reviewed the cost of renting tables and chairs for events was approximately \$1,600 per event and noted Night to Unite and Truck Safety Seminar as two events that utilize tables and chairs. Recreation Supervisor Christensen Buck outlined the cost of \$14,500 for the purchase of 60 tables and 300 chairs. Recreation Supervisor Christensen Buck noted the funding would occur through the City's Lawful Gambling Donation Fund as it was determined to be an eligible expense. City Administrator Beise added there are specific activities lawful gambling can be utilized, and the City would be looking to make the purchase under the activities and facilities for youth, or under police and fire, within the Lawful Gambling Donation Fund requirements. Council and staff discussed what the fund has been used for and City Administrator Beise noted the current funds could be utilized for the future City Park project.

**MOTION:** made by Schultz, seconded by Bottema to approve and authorize staff to utilize Charitable Gambling Funds to purchase in an amount up to \$15,000 for the purchase is for 300 chairs and 60 tables.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

### c. Police Department Recruitment and Retention

Director of Public Safety Gottschalk presented the recruitment and retention of police officer item and noted this topic was presented to Council in work sessions over the last months. Director of Public Safety Gottschalk reviewed challenges with law enforcement recruitment and hiring that's been going on for a couple of years now, and noted there are more job openings than there are currently qualified candidates. Director of Public Works Gottschalk noted there is alarmingly low enrollment in the law enforcement programs and also in the graduation, resulting in a crisis that's going to be getting worse before it gets better. Council and staff have been talking about police recruitment and retention since 2022 when formal discussions began. Director of Public Safety Gottschalk reviewed other agencies processes regarding recruitment include hiring bonuses up \$10,000 per candidate. Director of Public Safety Gottschalk reviewed the law enforcement profession has changed, seniority and financial security kept officers securely in positions. Director of Public Safety Gottschalk noted officers now look at another department, or any place they've considered working, and go there with very little risk and no pay cut, potentially even getting a hiring bonus. Director of Public Safety Gottschalk outlined the challenges of for the City of Corcoran, and what benefits and incentives make Corcoran an attractive place to work. Director of Public

Works Gottschalk reviewed in March of 2022, all of Corcoran's police officers were asked what would be valuable to you as a recruitment or retention tool, or idea, for the City to consider. Director of Public Safety Gottschalk summarized the results and staff brought to council in June of 2022. Director of Public Safety Gottschalk noted Council direction was necessary in which recruitment and retention tools would Council consider. Director of Public Safety Gottschalk noted at the time, the direction from the Council included a request for more detail as to what the recruitment and retention tools would mean budgetarily, but also to understand how the officers value them. Director for Public Safety Gottschalk noted staff and Council formed a subcommittee on how to survey the officers to get data in a meaningful way for Council to review and discuss. Director of Public Safety Gottschalk thanked Councilor Nichols, and Councilor Bottema for helping put together the survey to access the data in a way to ascertain what the carrying cost per benefit point was. Director of Public Safety Gottschalk noted the subcommittee reviewed draft financial numbers on the carrying costs for different retention and recruitment options, and also surveyed the officers to find out what carries the most value. Director of Public Safety Gottschalk noted the findings were brought back to Council to discuss on January 12, 2023. Director of Public Safety Gottschalk reviewed which retention and recruitment item scored the highest benefit points, which had the highest number of selections by officer, and what the average score was by the selector. Director of Public Safety Gottschalk noted with that data, and numbers, and reviewing the carrying cost, the subcommittee was able to decide what that carrying cost per benefit point was. Director of Public Safety Gottschalk reviewed the conclusion and based on the feedback from the Council, and staff's recommendation the top three recruitment and retention tools that were consistent across the board included the paid sabbatical, the wellness retreat reimbursement, and the additional retirement health insurance contributions. Director of Public Safety Gottschalk reviewed health insurance incentive formula for the health insurance incentive would be approximately \$20,000 per year in carrying cost, the wellness retreat reimbursement carrying cost would begin in 2023, with a carrying cost of \$18,000, and the mental health sabbatical incentive beginning in 2024, with a carrying cost of approximately \$20,000 in 2023. Director of Public Safety Gottschalk noted the health insurance incentive fund would fluctuate depending on officer retirements, so funding could vary year by year with the first eligible officer for retirement in 2031. Council and staff discussed eligibility for incentive benefits. Council reviewed possibilities of expanding Corcoran's Police Department into communities interested in possibly adding or combining police services. Council discussed a schedule for implementing the incentive benefits. Director of Public Works Gottschalk noted it was suggested the travel reimbursement first as it fits within what was budgeted for this year, as all three of them would, but the travel reimbursement doesn't require a long-term rollout, whereas sabbaticals will require scheduling and a phasing to over time, with scheduling a sabbatical beginning in 2024-25. Council consensus was support of staff recommendations and making sure we are effective with the intended purpose. Council and staff discussed requirements and handbook language changes for each of the incentive benefits for employed staff, and also in the event of a separation of employment.

**MOTION:** made by McKee, seconded by Nichols to adopt handbook language and incentive benefits as presented.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp  
(Motion carried 5:0)

d. Cropland Weed Control

City Administrator Beise reviewed crop rental properties the city owns, and noted in 2022, the county reevaluated how they taxed leased land, and had reinterpreted that process. City Administrator Beise noted as a result of the reinterpreted process, the renter of city land was taxed for personal property taxes under state statute. City Administrator Beise noted staff reviewed options to explore weed control for the two parcels the city owns. City Administrator Beise noted a conversation with the city assessor's office regarding the personal property tax versus Payment in Lieu of Taxes issue with us last year, and noted the way statute reads, if the City were to do a service contract, and allow someone to put hay down and if they feed the hay to horses, or feed it to cows, and those cows are sold, that constitutes making a profit off the land, so it's likely not a great option. City Administrator Beise reviewed the other option to rent the land, is the City pays the taxes on the land, bids out the land to see what kind of rental we can receive on the land. City Administrator Beise noted this option is still a more cost effective option, rather than mowing the parcels over the summer and fall months or spraying for weeds. Council and staff discussed cost options of mowing the lawn, staff time, and subcontracting the service.



**MOTION:** made by McKee, seconded by Schultz direct staff to proceed with the rental route option for 2-year city cropland rentals, and to work with Council to develop a long-term plan for the parcels. Friendly amendment made by Vehrenkamp to extend the rental properties to a three-year rental option. Council discussed completing the long-term option for the rental parcels within the next two years. Friendly amendment was rescinded by Vehrenkamp. Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp (Motion carried 5:0)

e. Parks and Trails Commission Annual Appointments

**MOTION:** made by Bottema, seconded by Schultz to reappoint Phil Christenson the Parks and Trails Commission. Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp (Motion carried 5:0)

f. Charter Commission Annual Appointments

**MOTION:** made by Bottema, seconded by Schultz to reappoint Ken Guenther to the Charter Commission. Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp (Motion carried 5:0)

**11. Staff Reports**

a. Planning Project Update

Council received report.

b. Added: Water Infrastructure Bonding Update

City Administrator Beise reviewed the request for some bonding appropriation and when looking for bonding opportunities, at the time, we thought we would be able to convert part of our 2023 current project and were informed that option won't be available until at least 2024 or later. City Administrator Beise noted the City was informed about an opportunity for us to attend a public hearing and amend the language to make sure we could utilize any funding requests for other projects we are planning. City Administrator Beise outlined a proposal to do make some minor changes to the area of service to be the entire municipal service area, and then review what we've been planning for a second well in northeast, and the third cell of the water treatment facility. City Administrator Beise noted it would have given us an opportunity to leverage state dollars to get some of those projects that we've been planning for in the water fund completed. City Administrator Beise requested Council confirmation they are comfortable with the City Administrator and Mayor to attend the capital and testify on behalf of our request. Council directed staff to attend the public hearing and testify the need for funding for water projects in Corcoran.

c. Added: Hackamore Road Improvement Project Update

City Administrator Beise reviewed an update on the Hackamore Road Improvement Project. City Administrator Beise noted staff has been working with the city of Medina over the last three years since 2020 on the Hackamore Road Improvement Project, and at the point of finalizing agreements and looking to work with project partners on financial commitments and the final project parameters. City Administrator Beise noted the next steps include authorizing going out for bids and bringing back to Council the Joint powers agreement along other agreements with potential project partners along the corridor. Public Works Director Mattson noted Medina would likely be listed as the owner on the JPA agreement, with the primary engineer listed as WSB.

**12. 2023 City Council Schedule**

Council received schedule.

**13. Adjournment**

**MOTION:** made by Nichols, seconded by Bottema to adjourn. Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp (Motion carried 5:0) Meeting adjourned at 10:05 pm on February 23, 2023.



Michelle Friedrich – City Clerk