

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
**MANAGER WORKSHOP**  
6:45 P.M. Monday, October 24, 2022  
City Hall, Council Chambers

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF AGENDA**
- D. UNFINISHED BUSINESS**  
None
- E. NEW BUSINESS**
  - 1. Commissioner Interview
- F. ADJOURNMENT**

**RULES OF CIVILITY FOR THE CITY COUNCIL, BOARDS, COMMISSIONS AND OUR COMMUNITY**

Following are rules of civility the City of Maplewood expects of everyone appearing at Council Meetings - elected officials, staff and citizens. It is hoped that by following these simple rules, everyone's opinions can be heard and understood in a reasonable manner. We appreciate the fact that when appearing at Council meetings, it is understood that everyone will follow these principles:

Speak only for yourself, not for other council members or citizens - unless specifically tasked by your colleagues to speak for the group or for citizens in the form of a petition.

Show respect during comments and/or discussions, listen actively and do not interrupt or talk amongst each other.

Be respectful of the process, keeping order and decorum. Do not be critical of council members, staff or others in public.

Be respectful of each other's time keeping remarks brief, to the point and non-repetitive.

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**CITY COUNCIL WORKSHOP STAFF REPORT**

Meeting Date October 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Lois Knutson, Administrative Services & Performance Measurement Coordinator

**PRESENTER:** Melinda Coleman, City Manager

**AGENDA ITEM:** Commissioner Interview

**Action Requested:** ☐ Motion ☒ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The City Council will be interviewing one candidate for a commission opening. Currently there are two openings on the Heritage Preservation Commission and we have one applicant.

**Recommended Action:**

Staff recommends that the council interview the candidate below. The suggested questions will be submitted under separate cover to the Council. Once the interview has concluded, Council Members should indicate whether or not they recommend the candidate for appointment. The results will be tallied and the recommendation for appointment will be brought back to the City Council during the meeting on October 24, 2022.

<b>Time</b>	<b>Candidate</b>	<b>Commission</b>
6:45 pm	Laura Koski	Heritage Preservation Commission

**Fiscal Impact:**

Is There a Fiscal Impact? ☒ No ☐ Yes, the true or estimated cost is \$0.00

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: n/a

**Strategic Plan Relevance:**

☒ Community Inclusiveness ☐ Financial & Asset Mgmt ☐ Environmental Stewardship  
☐ Integrated Communication ☐ Operational Effectiveness ☐ Targeted Redevelopment

The City's Commissions and Boards provide an opportunity for citizens to become involved in City government and be a part of the decision making process.

**Background**

N/A

**Attachments**

1. Candidate Application



## BOARDS AND COMMISSIONS APPLICATION FORM

**First Name \***

Laura

**Last Name \***

Koski

**Home Address \***

Street Address

2234 Hazel St N

Address Line 2

City

Maplewood

Postal / Zip Code

55109

State / Province / Region

MN

Country

USA

*Minnesota State Statute §13.601 states that once an individual is appointed to a public body, the following additional items of data are public:*

*(1) residential address; and*

*(2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee.*

**Please check which Board and/or Commission you are interested in serving? \***

☐ Community Design Review Board

☒ Heritage Preservation Commission

☐ Parks & Recreation Commission

☐ Environmental & Natural Resources Commission

☐ Housing & Economic Development Commission

☐ Planning Commission

**Housing and Economic Development Commission Member type**

☐ Business Representative ☒ Resident

**How long have you lived in the City of Maplewood? \***

2.0

**Will other commitments make regular attendance at meetings difficult? \***

☐ Yes ☒ No

**Please list specific reasons why you would like to serve on this Board or Commission.\***

1) I love the City of Maplewood. I have only owned a home here for two years, but my mother grew up very close by in North St. Paul, and my grandmother stayed in that house up until about six or seven years ago. Maplewood was like my second town growing up, and I have a vested interest in helping add to what makes it a great place to live.

1) I am a Cultural Resource Management professional. I have been working professionally as an archaeologist in Minnesota, the greater Midwest, and abroad for the past ten years. I am fully familiar with the National Historic Preservation Act, Section 106, and the NRHP, and a strong knowledge of the archaeological process. I am interested in using my background to aid the Maplewood HPC in their mission.

**Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities?\***

As an archaeologist, I am particularly interested in ensuring Maplewood's archaeological resources are identified, recognized, and given proper treatment.

**List any community organizations or activities in which you have recently or are now an active participant.\***

I am not currently involved in any community organizations in Maplewood, but I am the Secretary/Treasurer and previous Vice President of the Council for Minnesota Archaeology.

**Please share any additional comments on why you should be selected by the City Council.**

I am an archaeologist meeting the standards and criteria set forth by the Secretary of the Interior. I have experience in historic structure evaluation and inventory, knowledge of and experience in the National Historic Preservation Act and National Register of Historic Places processes, and I have the skills and connections necessary to conduct proper research and documentation of sites/locations if needed.

**You may attach a resume or other summary of your background and experience for appointment to this.**

Koski CV.pdf  
pdf, doc, docx, txt, odt, rtf

190.2KB

**Signature**



**Submitted On\***

8/4/2022

04:58:30 PM

**Laura Koski, MSc, RPA**  
**Nienow Cultural Consultants LLC**  
**Zooarchaeo Consulting LLC (Owner)**  
Registered Professional Archaeologist: 18060  
2234 Hazel St N [REDACTED]  
Maplewood, MN 55109 [REDACTED]

Ms. Koski has ten years' experience in the field of archaeology as a field archaeologist, researcher, report writer and faunal analyst, and six years as a cultural resources GIS Specialist. Her career spans both the academic and CRM focuses in archaeology giving her a diverse background in site identification, survey, excavation, and analysis of both historic and prehistoric sites and cultural materials. Her training in Geographic Information Systems has also provided her with a unique skill set in predictive archaeological modeling, mapping of cultural resources, and geodatabase management. Her training in the Transylvania Bioarchaeology field school through Durham University has also provided her with the knowledge and skill set required to identify, excavate, clean and conduct a basic analysis of human remains. Additionally, her studies in the University of York Zooarchaeology MSc program have provided her with further tools for in-depth archaeological faunal analysis and general archaeological projects. She is currently the acting Secretary/Treasurer of the Council for Minnesota Archaeology.

### **Education**

2014 BA, Anthropology, University of Minnesota – Twin Cities, Minnesota  
2016 Professional Certification in Geographic Information Systems  
2016 Bioarchaeology Field School at Jucu de Sus, Romania (through Durham University)  
2019 MSc with Distinction, Zooarchaeology, University of York, York, United Kingdom

### **Professional Archaeological Employment History**

March 2022 – Present	Nienow Cultural Consultants LLC <i>Project Archaeologist</i> Acts as field supervisor, researcher and technical report writer for Phase I and II projects, GIS and Technical lead, construction monitor. Completes specialist faunal analysis when needed. In charge of seeing assigned projects through from start to finish, and will often communicate with clients and landowners when needed. Lead overhauling and reorganizing the company's data storage system for current and completed projects.
April 2018 – June 2018	Merjent, Inc <i>Crew Chief</i> Crew Chief for Phase II/Phase III Royalston Avenue Data Recovery in preparation for Light Rail construction. Included acting as safety monitor, mediating conflicts between crew and supervisors, advising on excavation

methods, delegating tasks, and managing artifacts and paperwork.

April 2015 – December 2017

Blondo Consulting, LLC

*Field Archaeologist*

Researcher, field technician, GIS technician, curation specialist, faunal analyst, and report writer. Completed small-scale CRM Section 106 compliance projects such as telecommunications installation consulting, reservation construction consulting, construction monitoring, and bridge modification consulting. Also completed some large-scale projects including research, survey and report writing in preparation for an historic town sewer and storm water system replacement, and research, survey, mapping, and report writing for a thirty-two-acre island multi-component *National Register of Historic Places* site in preparation for county park construction.

### **Professional Archaeological Contract History (Zooarchaeo Consulting LLC)**

January 2022 – Present

Jeremy Jackson Consulting, LLC

Contract: to complete various maps and geographical illustrations for a book series about Minnesota history with a focus on Brainerd and central Minnesota.

October 2017 – April 2022

Nienow Cultural Consultants, LLC

Contracts (various): contract as needed as a field archaeologist, faunal analyst, lab technician, researcher, GIS technician, and report writer and editor. Projects include small-scale CRM Section 106 compliance projects such as pedestrian survey for wind farm installation. Other larger projects include excavating portions of *National Register of Historic Places* Historic Fort Snelling in preparation for the 2020 Historic Fort Snelling Revitalization Project, and the Camp Ripley Sentinel Landscape cultural resource geodatabase project. Projects frequently involve a public archaeology component.

August 2018 – March 2022

Archaeo-Physics, LLC

Contract: faunal analysis for Pope County

Archaeological and Geophysical Survey and Phase II Archaeological Excavation.

September 2021 – January 2022	Bolton & Menk, Inc. Contracts (several): to complete faunal analysis and reporting on the over 8,000 remains from the Phase I, II, and III excavations of the 21KH0169 Lake Lillian site.
October 2021	Normandale Community College Contractor Job Description: To complete faunal analysis for a Phase III excavation of a site in southern Minnesota.
October 2020 – December 2020	Sutherland Relics and Rust Contractor Job Description: to create GIS Mapping of the Munroe Turntable Site in Cass County, Minnesota using field-collected GPS data. Maps were used for the archaeological site form and project reporting, and resulting shapefiles will be used by the Parks Service to avoid further destruction of the Munroe Turntable Site.
January 2020 – December 2021	Minnesota Historical Society Contractor Job Description: to complete comprehensive cultural resource GIS geodatabases of MHS's historic sites to be utilized as a living in-house reference system for MHS's archaeological department. Koski has so far completed geodatabases for Historic Fort Snelling, Forestville, the Snake River Fur Post, and the Mille Lacs Trading Post.
August 2018	Archaeo-Physics, LLC Contractor Job Description: field archaeologist and GIS technician completing geophysical survey and data processing and analysis for Indian Mounds Park survey in St. Paul.

### **Select Professional Archaeological Experience**

Father Hennepin Bluff Park (21HE0527) – Construction Monitor for park revitalization project in Minneapolis. This project is currently ongoing, and various features not able to be pursued during the Phase I and II investigations are being uncovered and documented in the process.

Lake Lillian Site (21KH0169) – Faunal analyst for Phase I, II, and II excavations of the Lake Lillian site with over 4,000 faunal remains.

Snake River Fur Post and Mill Lacs Trading Post – Researched, designed, and built a Cultural Resources GIS geodatabase for the Snake River Fur Post (and nearby Stumne Mounds) and the Mill Lacs Trading Post encompassing all previously completed archaeological survey and excavations, historic maps overlays, and non-extant structure layers. Completed for the Minnesota Historical Society as a management and education resource.



Camp Ripley Sentinel Landscape – Technical supervisor and GIS specialist for geodatabase build encompassing all recorded and potential cultural resources within the 800,000-acre Sentinel Landscape surrounding Camp Ripley, Minnesota for the National Guard.

Father Hennepin Bluff Park (21HE0527) – Assisted leading crew in Phase II excavation of Father Hennepin Bluff Park and acted as GIS specialist, faunal analyst, and report writer for the project.

Pine River Dam (21CW219) – Faunal analyst and GIS specialist for Phase II excavation of the Army Corps of Engineers Pine River Dam site.

Historic Fort Snelling and Historic Forestville, Minnesota – Researched, designed, and built a Cultural Resources GIS geodatabase for Historic Fort Snelling and Historic Forestville encompassing all previously completed archaeological survey and excavations, historic map overlays, non-extant structure layers, and query-able pre and post-contact cultural material layers. Completed for the Minnesota Historical Society as a management and education resource.

412 Goodrich, St. Paul, Minnesota – Faunal analyst for faunal assemblage excavated from backyard privy at one of the earliest house sites of St. Paul.

City of Edina Predictive Archaeological Model – Researcher and GIS specialist contracted by Nienow Cultural Consultants, LLC to complete a predictive archaeological site model for the City of Edina.

Site of Old Songa Mnara, Zanzibar – Zooarchaeologist, included analysis of faunal materials from pre-contact site on the Island of Zanzibar with associated report for Dr. Stephanie Wynn-Jones of the University of York. A publication including these results is in progress.

*National Register of Historic Places* Historic Fort Snelling Site 21HE99, Historic Fort Snelling, Unorganized Territory, Minnesota – Field Archaeologist, Research Historian, Faunal Analyst, Lab Technician, GIS Technician, Assistant with the Public, and Report Writing Contributor for the Phase I and II survey and excavation of both the Upper and Lower Post of Fort Snelling for the Historic Fort Snelling Revitalization Project at Lower Post and the Veteran Housing Project at Upper Post.

Royalston Site 21HE436/437, Minneapolis, Hennepin County, Minnesota – Crew Chief for Phase II/Phase III fieldwork excavating an historic neighborhood site beneath Royalston Avenue in preparation for the Minneapolis Light Rail Extension and Royalston Avenue Light Rail Station Construction.

Historic School District #44 School House Site 21TR86, Taylor Township, Traverse County, Minnesota – Faunal Analyst and GIS Technician for Phase II excavation of a historic school house for data collection and public education under the Minnesota Legacy Amendment grant.

Site 21RA77, Vadnais Heights, Ramsey County, Minnesota – Field Archaeologist, GIS Technician and assistant with the public for the Phase II public archaeology excavation of a prehistoric site under the Minnesota Legacy Amendment grant.

*National Register of Historic Places* Coney Island of the West Site 21CR164, Coney Island, Waconia, Carver County, Minnesota – Researcher, GIS Technician, Report Writer, Artifact and Faunal Analyst, and Field Archaeologist for Phase I and Phase II identification and preservation of cultural resources on Coney Island, Carver County's acquisitioned land for the proposed Waconia Lake Regional Park.

Isanti County, Minnesota Becklin Homestead Park and Wildlife Management Area extension, Isanti County, Minnesota – Field Archaeologist for Phase II Cultural Resources Investigations and Evaluations for 8 acres of acquisition land for Isanti County.

The City of Afton Flood Protection and Sanitary Sewer Improvements, Afton, Washington County, Minnesota – Field Archaeologist, Report Writer, Artifact and Faunal Analyst, Construction Monitor and Research Historian for Cultural Resources Investigations and Evaluations for the addition of city sewer, road reconstruction, and stormwater pond construction, and construction monitor for the resulting construction.

City of Lino Lakes Lake Drive Trunk Water Main Extension, Lino Lakes, Anoka County, Minnesota – Field Archaeologist for Cultural Resources Investigations and Evaluations for the extension of an existing water main and the addition of gate valves and hydrants along approximately 1.57 linear miles.

Swede Hollow Archaeology Project, St Paul, Ramsey County, Minnesota – Field Archaeologist and Faunal Analyst for Cultural Resources Investigations and Evaluations of an early Euro-American historic neighborhood.

Steele County Public Works Facility, Owatonna, Steele County, Minnesota – Field Archaeologist, Research Historian, and Report Writer for Cultural Resources Investigations and Evaluations for the addition of a public works facility.

Shooting Star Casino, Star Lake, Otter Tail County, Minnesota – Field Archaeologist and Research Historian for Cultural Resources Investigations and Evaluations for the addition of a casino, trailer park, and natural prairie restoration.

### **Grants and Awards**

University of York Archaeology Department Dissertation Excellence Award – Financial award received for highest dissertation mark in the Master of Zooarchaeology 2018/2019 cohort. Resulted in the nomination of MSc dissertation in the Association for Environmental Archaeology competition for best environmental archaeology Masters Dissertation in the United Kingdom.

University of Minnesota Undergraduate Anthropology Research Grant, 2013 – Awarded in support of undergraduate research for excavation at the Bremer Site in Dakota County, Minnesota, as well as for subsequent artifact processing and analysis, soil sample processing,

and micro-archaeological analysis. Collaborated with Gilliane Monnier of the University of Minnesota, and Ed Fleming of the Science Museum.

### Select Publications

Koski, Laura, MSc (2022, upcoming publication)

"Zooarchaeology of the Historic Fort Snelling (21HE99) Enlisted Men's Latrine Feature and What it Reveals about Soldier Life at the Fort (Ca. 1830s-1880s)." *The Minnesota Archaeologist* [For publication in a Fort Snelling dedicated volume slated for summer 2022].

Koski, Laura, MSc (April 2022)

Zooarchaeological Analysis of the Phase I and Phase II Investigations at the Gunderson I Site (21PO61), Minnewaska, Pope County, Minnesota. Prepared by Zooarchaeo Consulting, LLC for Archaeo-Physics, LLC.

Koski, Laura, MSc (January 2022)

Zooarchaeological Analysis of the Phase I Archaeological Survey of County Road 4 Improvements and Phase II and III Evaluation and Mitigation of the Lake Lillian II Site (21KH0169) East Lake Lillian Township, Kandiyohi County, Minnesota. Prepared by Zooarchaeo Consulting, LLC for Bolton & Menk.

Nienow, Jeremy, PhD, Laura Koski, MSc, and Fred Sutherland, PhD (July 2021)

Phase II Archaeological Assessment of Father Hennepin Bluff Park (21HE0527), Minneapolis, Hennepin County, Minnesota. Prepared by Nienow Cultural Consultants for Minneapolis Parks and Recreation Board.

Koski, Laura, MSc and Fred Sutherland, PhD (April 2021)

Archaeological Plan for Upper Harbor Terminal. Prepared by Nienow Cultural Consultants for Kimley-Horn.

Koski, Laura, MSc (Aug. 2020)

"Bone Tools, Historic Meals, and Life on the Lake: A Zooarchaeological Analysis of Coney Island of the West (21CR0164), Waconia, Carver County, Minnesota." *The Minnesota Archaeologist* 76:117-133.

Koski, Laura, MSc (May 2020)

Overview of the 1980-1997 Archaeological Investigation of the Stables at Historic Fort Snelling, Hennepin County, Minnesota. Completed as part of a larger cultural resources GIS geodatabase build project for the Minnesota Historical Society.

Nienow, Jeremy, PhD, Laura Koski, MSc, Fred Sutherland, PhD, Alison Hruby, MSc (Jan 2020)

Phase I Archaeological Investigation for Improvements at Gibbs Farm (21RA26), Ramsey County, Minnesota. Report written by Nienow Cultural Consultants, LLC for the Ramsey County Historical Society for the Metro Area Historical Society Collaborative project.

Nienow, Jeremy, PhD and Laura Koski, MSc (September 2019)

Additional Archaeological Identification and Evaluation for the Upper Post Flats Development at 21HE99, Fort Snelling Upper Post, Hennepin County, Minnesota. For Fort Snelling Leased Housing Development I, LLC.

Nienow, Jeremy, PhD and Laura Koski (June 2019)

Archaeological Phase Ia Literature Review and Predictive Model Data, City of Edina, Hennepin County, Minnesota. For the City of Edina.

Koski, Laura (January 2019)

The Utility of GIS in Large-Scale Zooarchaeological Analyses: A Case Study Focusing on a Mixed Context Site in the Midwestern United States. *The Post Hole* 52.

Koski, Laura (September 2018)

Zooarchaeological Analysis of the Phase I Pope County Archaeological Survey, Minnesota. For Archaeo-Physics, LLC.

Blondo, Steven J. MA, Kelly Wolf, MA, and Laura Koski with Jeremy Nienow, PhD (December 2016)

A Phase I Cultural Resource Assessment of the Proposed Waconia Lake Regional Park, Waconia, Carver County, Minnesota.

Blondo, Steven J. MA, Kelly Wolf, and Laura Koski (April 2016)

A Phase II Archaeological Assessment for City of Afton Flood Protection and Sanitary Sewer Improvements, Afton, Washington County, Minnesota.

Blondo, Steven J. MA, Kelly Wolf, and Laura Koski (December 2015)

A Cultural Resource Assessment of the Proposed Steele County Public Works Facility, Owatonna, Steele County, Minnesota.

Additionally: Over one hundred telecommunications Section 106 compliance reports for Kjolhaug, Terracon and Trileaf, a number of tribal consulting reports for the Crow Creek Sioux Tribe, the Cheyenne River Sioux Tribe, and the White Earth Nation, and numerous Phase I reports for various Section 106 compliance projects.

### **Conference Presentations**

Koski, Laura

Identifying the Unidentifiable: Using ZooMS to Advance Zooarchaeology in the Midwest. Paper presented at the Council for Minnesota Archaeology conference on February 27, 2021.

Koski, Laura and Dr. David Orton

Zooarchaeological and documentary evidence for the brown rat in Europe: Challenging the Received Wisdom. Paper presented at the International Council for Archaeozoology (ICAZ) Zooarchaeology of the Modern Era conference on Dec. 4, 2020.

Orton, David, PhD, and Laura Koski, MSc

Zooarchaeological and documentary evidence for the arrival of the brown rat in Europe: Challenging the received wisdom. Paper presented at the “Historical questions – zooarchaeological answers” workshop co-organized by the University of Amsterdam and the University of Groningen at University of Amsterdam on December 12, 2019.

[Upcoming]

Koski, Laura

The Role of GIS in Cultural Resource Management: A Case Study using the Camp Ripley Sentinel Landscape. Scheduled to present at the 2022 Minnesota GIS/LIS Consortium Conference.

Nienow, Jeremy, PhD, Laura Koski, MSc, and Dr. Fred Sutherland

Layers to the Land: A Cultural and Environmental Geodatabase Build for the Camp Ripley Sentinel Landscape (CRSL). Scheduled to present at the 2022 MN Preserve Conference.

### **Professional Organizations**

International Council of Archaeozoology: Member since 2019

Register of Professional Archaeologists: Member since 2020

Council for Minnesota Archaeology: Member since 2019

-Secretary/Treasurer 2022 - Present

-Vice President 2020-2022

Minnesota Archaeological Society: Member since 2018

Society for American Archaeology: Member since 2022

### **Relevant Training, Certifications, and Unpaid Work**

*The Post Hole Academic Journal, University of York*

Submissions Editor, January 2019 – September 2019

*Transylvania Bioarchaeology, Durham University*

Bioarchaeology field school student, Summer of 2017

*Itasca Community College*

Professional Certification in Geographic Information Systems, Completed Summer of 2017

*Hamline University and the Minnesota Office of the State Archaeologist*

Osteology for Archaeologists Training, Spring of 2017

*University of Minnesota*

Zooarchaeology Lab Assistant, Winter and Spring of 2017

Assisted in organizing the lab, identifying specimens and elements, and cataloging, labeling, and storing specimens, with Matt Edling

Archaeology Lab Technician, Spring 2014

Processed soil samples and conducted micro-archaeological analysis of the Bremer Site, under Gilliane Monnier

Archaeology Lab Technician, Spring 2013

Analyzed Bone Density and Roughness using a LEICA Microscope, under Laura Vietti

*Science Museum of Minnesota*

Archaeology Lab Technician, Spring 2017

Processed artifacts from the Silvernale Site

Archaeology Lab Technician, Fall 2013 – Fall 2014

Processed and analyzed artifacts from Bremer Site, assisted in lithic, ceramic and faunal analysis

Processed and analyzed artifacts from Sheffield Site, assisted in lithic, ceramic and faunal analysis

Processed and analyzed artifacts from thirteen other sites that were in limbo

Assembled Lithic Reference Collection for future Archaeological Lab Use for both the Science Museum and University of Minnesota

Field Archaeologist for Phase III excavation of the Sheffield Site, Summer 2013

Prehistoric village site in Stillwater, Washington County, Minnesota. In collaboration with Science Museum head archaeological curator, Ed Fleming

*Minnesota Historical Society*

Assisted in processing the 1970s Fort Snelling archaeological collection for long term curation and data management, Fall 2014 – Spring 2015. In collaboration with Kelly Wolf, Patricia Emerson, and Nancy Hoffman

MHS Artifact Repository Training, November 2017 with Nancy Hoffman