



**City of Blaine**  
**Anoka County, Minnesota**  
**Minutes - Final**  
**City Council**

10801 Town Square Dr.  
Blaine MN 55449

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Thursday, October 18, 2012

7:30 PM

Council Chambers

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**Meeting Number 12-59**

**1. CALL TO ORDER BY THE MAYOR**

The meeting was called to order at 7:30 p.m. by Mayor Ryan followed by the Pledge of Allegiance and the Roll Call.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Quorum present.

**ALSO PRESENT:** Bryan Schafer, Planning Director; Bob Therres, Public Services Manager; Joe Huss, Finance Director; Jean Keely, City Engineer; Chris Olson, Safety Service Manager/Police Chief; Roark Haver, Communications Technician; Al Thorp, Senior Engineering Technician; Jane Cross, City Clerk; and Recording Secretary Linda Dahlquist.

**Present:** 7 - Mayor Ryan, Councilmember Hovland, Councilmember Swanson, Councilmember Clark, Councilmember Bourke, Mayor Pro Tem Kolb and Councilmember Herbst

**4. APPROVAL OF MINUTES**

**4.-1 [MIN 12-33](#)**

**WORKSHOP MEETING - 09/13/2012**  
**WORKSHOP MEETING - 09/20/2012**  
**REGULAR MEETING - 09/20/2012**  
**WORKSHOP MEETING - 09/27/2012**  
**WORKSHOP MEETING - 10/04/2012**  
**REGULAR MEETING - 10/04/2012**

**Sponsors:** Cross

**Attachments:**    [Workshop Meeting 09/20/2012](#)  
[Regular Meeting 09/20/12](#)  
[Workshop Meeting 09/13/2012](#)  
[Workshop Meeting 09/27/12](#)  
[Workshop Meeting 10/04/12](#)  
[Regular Meeting 10/04/12](#)

**Moved by Councilmember Clark, seconded by Councilmember Herbst, that the Minutes of the Workshop Meeting of September 13, 2012, the Regular Meeting of September 20, 2012, the Workshop Meeting of September 27, 2012, the Workshop Meeting of October 4, 2012, and the Regular Meeting of October 4, 2012; be approved.**

**Motion adopted 5-0-2 (Councilmember Hovland abstained from the Workshop Meeting Minutes of September 20, 2012, the Regular Meeting Minutes of September 20, 2012, and the Workshop Meeting Minutes of September 27, 2012, due to his absence. Councilmember Kolb abstained from the Meeting Minutes of October 4, 2012, due to her absence).**

Councilmember Clark stated that he and Councilmember Bourke received an email from one of the participants in the Workshop Meeting of September 20, 2012 and did not agree with the Minutes and expressed a lot of comments on it. He asked staff to send the individual a recording of the Workshop Meeting of September 20, 2012 with an explanation of the purpose of the Minutes. He commented the individual may want to make changes or provide additional input for public record. He felt the cover letter should state if the Minutes accurately reflect what was said and talked about at the meeting. If something was presented, that should be added or corrected for the public record.

Councilmember Bourke commented he would like to give Mr. Richels an opportunity to address his concerns with the Minutes.

Councilmember Herbst asked for an update on the situation. Councilmember Bourke stated the City received a plan today and the process is moving forward.

**Motion Councilmember Clark, seconded by Councilmember Bourke, to postpone approval of the Minutes of the Workshop Meeting of September 20, 2012 until the first Council meeting in November. Motion adopted unanimously.**

## **5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**

### **5.-1 [PROC 12-06](#)**

### **EAGLE SCOUT AUSTIN SWENSON**

**Sponsors:**    City Council

Mayor Ryan declared Austin Swenson an outstanding citizen, commended

him for his hard work and congratulated him on his Eagle Scout Award.

**Informational: no action required**

**5.-2**     [TMP 12-567](#)

Police Chief Olson recognized and awarded Tammy Lommers a Citizen's Life Saving Award for her help and support with a medical emergency situation involving an employee at the Lowe's store in the City. Officer Moore and Officer Pruitt thanked Ms. Lommers for her help.

**Informational: no action required**

**6.            COMMUNICATIONS**

Mayor Ryan stated the Sgt. John Rice VFW fundraising event was a great success and he thanked everyone for their contributions to the event's success.

Councilmember Bourke stated he attended the Curling event which had a great turnout.

**7.            OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 7:48 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:49 p.m.

**8.            ADOPTION OF AGENDA**

**10.          APPROVAL OF CONSENT AGENDA:**

**Approval of the Consent Agenda**

**Moved by Councilmember Herbst, seconded by Councilmember Hovland that the following items be Approved by Consent Vote. Motion adopted unanimously.**

**10.-1**     [MO 12-126](#)

**SCHEDULE OF BILLS PAID**

**Sponsors:**            Huss

**Attachments:**        [09/12 Payroll Checks and Wire Transfers](#)

[09/28/12 Bills Paid](#)

[10/05/12 Bills Paid](#)

Approved unanimously by Consent Vote.

10.-2    [RES 12-134](#)                    **ADOPTING SUPPLEMENTAL ASSESSMENT FOR SEWER  
LATERAL AND SEWER TRUNK FOR 3259 125TH  
AVENUE, PIN 03-31-23-44-0002**

**Sponsors:**            Keely

**Attachments:**        [SupAsmt 3259 125thAve.xls](#)  
[assessment 3259 125th AVE.pdf](#)

Adopted unanimously by Consent Vote.

10.-4    [MO 12-128](#)                    **APPROVE RENEWAL OF CURRENCY EXCHANGE  
LICENSES**

**Sponsors:**            Cross

**Attachments:**        [Dept of Commerce Letter](#)

Approved unanimously by Consent Vote.

10.-5    [MO 12-129](#)                    **APPROVE A TOBACCO AND TOBACCO PRODUCTS  
LICENSE FOR CENTRAL TOBACCO, 1430 93RD LANE  
NE, BLAINE**

**Sponsors:**            Cross

Approved unanimously by Consent Vote.

10.-6    [MO 12-133](#)                    **APPROVE AN ON-SALE 3.2 PERCENT MALT  
BEVERAGE LICENSE FOR LINWOOD PIZZA, 651  
125TH AVENUE NE, BLAINE, MINNESOTA.**

**Sponsors:**            Cross

Approved unanimously by Consent Vote.

10.-3    [MO 12-127](#)                    **AUTHORIZE TEMPORARY REMOVAL OF PARKING  
RESTRICTIONS ON CLOVERLEAF PARKWAY FOR A  
DISTANCE OF 500 FEET EAST OF POLK STREET FOR A  
FUNDRAISER CRAFT/BAKE SALE ON NOVEMBER 3,  
2012**

**Sponsors:**            Keely

**Attachments:**    [Cloverleaf Courts Ltr of Request.pdf](#)  
[Cloverleaf Courts Parking Map.pdf](#)

City Engineer Keely stated Cloverleaf Courts is holding a resident council craft and bake sale fundraiser on November 3, 2012 from 9:00 a.m. to 2:00 p.m.

**Moved by Councilmember Swanson, seconded by Mayor Pro Tem Kolb, that this Motion be Approved. The Motion was adopted unanimously.**

**11.        DEVELOPMENT BUSINESS**

**11.-1    [RES 12-135](#)                                GRANTING A CONDITIONAL USE PERMIT TO ALLOW  
FOR CONSTRUCTION OF A 8,777 SQUARE FOOT  
MEDICAL BUILDING AND A SHARED ACCESS AND  
DRIVE WITH THE ADJACENT PROPERTY IN A DF  
(DEVELOPMENT FLEX) ZONING DISTRICT AT 2305  
108th LANE NE. CDI (CASE FILE NO. 12-0035/SLK)**

**Sponsors:**        Schafer

**Attachments:**    [Attachments.pdf](#)

Planning and Community Development Director Schafer stated this request is for a conditional use permit in the Town Square Development for a small medical building to be located on Lot 2 of the plat. All uses in the DF zoning district require the approval of conditional use permits. He noted the site plan was changed slightly in order to start construction this fall. He stated the driveway will be moved to 108th Avenue.

Councilmember Bourke asked how many jobs will be at this location. Mark Arnold, Regional Vice President of CDI, stated the proposal is to build a diagnostic imaging center on the property across from City Hall. He stated CDI will employ ten to twelve staff members. He stated CDI has 116 centers in 25 states, is headquartered in Minnesota with ten centers in the Twin Cities and 22 centers across Minnesota. He stated he is a resident of Blaine and the new facility is close to his home. He stated the capital that will be put into the facility is over \$3 million dollars.

**Moved by Councilmember Bourke, seconded by Mayor Pro Tem Kolb, that this Resolution be Adopted. The Motion was adopted unanimously.**

**9.        8:00 P.M. - PUBLIC HEARING AND ITEMS SET FOR A CERTAIN TIME**

**9.-1    [RES 12-133](#)                                GRANTING A CONDITIONAL USE PERMIT  
AMENDMENT TO ALLOW FOR A CHRISTIAN**

**OUTDOOR MUSIC CONCERT ON JUNE 7 AND 8, 2013 AT  
THE NATIONAL SPORTS CENTER STADIUM AREA.  
KTIS RADIO/NORTHWESTERN COLLEGE. 1700 105th  
AVENUE NE. (CASE FILE NO. 12-0031/BKS)**

**Sponsors:** Schafer

**Attachments:** [Attachments.pdf](#)

Planning and Community Development Director Schafer stated KTIS/Northwestern College has held for the past four summers a one-day music concert at the National Sports Center (NSC) and for 2013 they wish to add a second evening (Friday night, June 7th) to the larger event held on Saturday, June 8th. He stated the event's attendance is expected to be 10,000 on June 7 and 20,000 on June 8. He noted the previous events have not generated any significant sound, traffic or neighborhood issues and was well within the scope of the event. The event will be managed from the NSC operations and City's perspective.

Mayor Ryan opened the public hearing at 8:00 p.m.

Bill Kroll, 637 129th Lane NE, stated he is a resident of Blaine and his wife works at Northwestern. He stated they have attended the event for years and appreciate Blaine hosting the event.

City Manager Arneson noted the City received two written comments in favor of the event.

Mayor Ryan asked if the speakers can be rotated or turned down in order to control the direction of the sound. Police Chief Olson replied yes, it all depends on the number of complaints, the wind's direction, and the location from where the complaints are coming from.

There being no further public input, Mayor Ryan closed the public hearing at 8:05 p.m.

Councilmember Bourke stated he supports this event.

Councilmember Kolb stated the City is lucky to host this event.

Councilmember Swanson stated he supports this event because the public supports the event. He is concerned that the NSC is becoming an entertainment center.

**Moved by Mayor Pro Tem Kolb, seconded by Councilmember Bourke, that this Resolution be Adopted. The Motion was adopted unanimously.**

11.-2 [RES 12-136](#)**NATIONAL SPORTS CENTER CONCERT POLICY  
GUIDELINES****Sponsors:** Schafer

Planning and Community Development Director Schafer stated the Council requested a policy be written regarding concert requests at the National Sports Center (NSC). He stated the policy applies to all outdoor music concerts held at the NSC with a Conditional Use Permit (CUP); concert hours between 10:00 a.m. and 10:30 p.m.; ticketed events with capped attendance; no alcohol sales; have a security/traffic control plan; an onsite public safety agreement; and a noise management agreement with Blaine Public Safety. He stated this policy shall not apply and a CUP is not required for outdoor concerts that are already approved outdoor events where the music is not the primary focus; where attendance is capped at 1,500 and ends at 9:30 p.m. He stated the City will not approve a CUP for outdoor music concerts for more than two consecutive days/nights or more than five days/nights in any given calendar year. He noted there will be no overnight camping and no tailgating.

**Moved by Mayor Pro Tem Kolb, seconded by Councilmember Hovland, that this Resolution be Adopted. The Motion was adopted unanimously.**

**12. ADMINISTRATION**12.-1 [RES 12-137](#)**ACCEPT BID FROM NEW LOOK CONTRACTING, INC.  
IN THE AMOUNT OF \$82,686.75 FOR WATER TOWER  
NO. 3 RECONDITIONING - ALTITUDE VALVE  
(IMPROVEMENT PROJECT NO. 12-12)****Sponsors:** Therres**Attachments:** [location map.pdf](#)

Public Services Manager Therres stated three bids were received for installation of an altitude valve for Water Tower No. 3 and it has been determined that New Look Contracting, Inc. of Elk River, Minnesota is the lowest bid. He noted the Engineering Department has worked with New Look Contracting, Inc. on previous contracts and recommends the City accept the low bid and enter into a contract. He stated the Council is asked to approve a 10% contingency to bring the total project budget to \$90,955.44. He noted the funding source for this project is the Water Utility Fund and there are sufficient funds to cover the costs.

Councilmember Swanson asked about the bid amounts being more than projected. Public Services Manager Therres replied there is a significant difference in the bid amounts and the staff is comfortable with the lowest bid.

Councilmember Bourke stated residents are concerned about water levels in the wells. Public Services Manager Therres replied Blaine has 18 wells and takes water from two aquifers. He noted Blaine's wells are deep.

Councilmember Hovland questioned the range of the bids is great and asked if the contractor will come back with additional costs. Public Services Manager Therres replied the valve replacement is a straightforward project and there should not be any additional costs.

**Moved by Mayor Pro Tem Kolb, seconded by Councilmember Herbst, that this Resolution be Adopted. The Motion was adopted unanimously.**

**12.-2**     [RES 12-138](#)

**APPROVE PARKING RESTRICTIONS ON NATIONAL STREET FROM 103RD LANE TO 105TH LANE**

**Sponsors:**         Keely

**Attachments:**     [National Street Petition.pdf](#)  
                                 [no parking national map.pdf](#)

City Engineer Keely stated the City received a petition signed by 19 residents for Traffic Management Strategy Implementation for parking on National Street between 103rd Lane and 104th Lane during Centennial High School hours of 7:00 a.m. to 3:00 p.m. She stated the petition states that parking by students causes difficulties with prevention of mail delivery, garbage collection, disturbance and vandalism, nuisance/inconvenience and visibility issues at intersections of parked cars.

Councilmember Swanson stated when he visited this neighborhood it was the number one issue discussed.

Councilmember Kolb stated the restricted hours during the day will work well for the neighborhood.

**Moved by Councilmember Swanson, seconded by Councilmember Herbst, that this Resolution be Adopted. The Motion was adopted unanimously.**

**12.-3**     [MO 12-130](#)

**EXTENDING THE INTERNSHIP POSITION WITHIN THE BUILDING DEPARTMENT FOR 2012-2013**

Planning and Community Development Director Schafer stated the City has an opportunity to extend the current intern's position for six months. The intern's work has been beneficial in handling routine aspects of residential inspections. He noted the Building Department has over 175 new residential permits open with each permit requiring 8 to 10 separate inspections. He stated the budget would not exceed \$18,000 based on 32-40 hour week at



\$18.00 per hour (no benefits). He noted the temporary position would end on May 1, 2013.

Councilmember Kolb asked what kind of training background does the intern need to do this job. Planning and Community Development Director Schafer replied the current intern holds all certifications, but does not have the experience in the field.

**Moved by Mayor Ryan, seconded by Councilmember Herbst, that this Motion be Approved. The Motion was adopted unanimously.**

**12.-4**     [RES 12-139](#)

**INITIATE PROJECT AND ORDER PREPARATION OF  
FEASIBILITY REPORT FOR RECONSTRUCTION OF  
101ST AVENUE FROM FLANDERS STREET TO NAPLES  
STREET, IMPROVEMENT PROJECT NO. 12-18**

**Sponsors:**         Keely

**Attachments:**     [101st location map.pdf](#)

City Engineer Keely stated the City annually reviews the Municipal State Aid Street (MSAS) account and has determined that after the 2013 allotment the account will have approximately \$3 million which is an amount the City would be penalized by the State if a portion of the funds are not used. She stated staff reviewed several eligible state aid streets and is recommending 101st Avenue from Flanders Street to Naples Street for a partial reconstruction. She noted the proposed project would be funded by available MSAS funds and assessments to benefitting properties. She noted benefitting commercial properties would be assessed 50% of the actual cost.

Mayor Ryan asked when the hearing would be held. City Engineer Keely stated the public hearing will be held in February.

**Moved by Councilmember Bourke, seconded by Councilmember Herbst, that this Resolution be Adopted. The Motion was adopted unanimously.**

**12.-5**     [MO 12-131](#)

**APPROVE PAYMENT IN THE AMOUNT OF \$15,128.00 TO  
C.S. MCCROSSAN CONSTRUCTION, INC. FOR  
REALIGNMENT OF SANITARY SEWER ON 125TH  
AVENUE, IMPROVEMENT PROJECT NO. 09-15**

**Sponsors:**         Keely

**Attachments:**     [Invoice for San Swr Realignment.pdf](#)

City Engineer Keely stated to resolve a conflict between the sanitary sewer line and the water main casing, a realignment of a portion of the sanitary sewer was constructed. She stated the additional cost to realign the sanitary

sewer was \$15,128.00. She stated the work was coordinated with the Public Works Department and the funding source is the Sanitary Sewer Utility Funds. She noted the City was just invoiced for the work.

Councilmember Kolb stated the infrastructure was old in that area. City Engineer Keely replied the old record drawings were different than what was found when the ground was opened up.

**Moved by Mayor Ryan, seconded by Councilmember Herbst, that this Motion be Approved. The Motion was adopted unanimously.**

12.-6 [MO 12-132](#)

**APPROVE THE 2013 ANNUAL BUDGET FOR THE TWIN  
CITIES GATEWAY CONVENTION AND VISITOR'S  
BUREAU**

**Sponsors:** City Manager Arneson

**Attachments:** [TCG Member City Budget Overview 2013](#)

City Manager Arneson stated the City is a member of Twin Cities Gateway (TCG) Convention and Visitor's Bureau. He stated the TCG is funded by lodging tax collected by the nine participating cities. He stated the annual budget must be approved by its Board of Directors and submitted to each member city by October 1. He stated the proposed fiscal year 2013 budget is \$750,000 and the organization continues to have a strong financial position with an estimated fund reserve of \$353,879 at the close of the fiscal year 2012. He stated the Board has authorized \$250,000 for fund reserve investment, 20% for operating expenses/administrative and overhead costs and 80% for marketing and promotional programs. He noted the City acts as the fiscal agent for TCG and provides administrative services on a contract basis and receives \$625 per month and for 2013 will increase to \$1,000 per month.

Councilmember Bourke asked about the direct benefits the City receives. City Manager Arneson replied Blaine benefits the most from their marketing program due to the NSC. Councilmember Swanson stated Blaine benefits greatly by being a member of this organization. He noted the Tourism Board has the lowest overhead costs. He noted the NSC gets grant funds for marketing and the new building received facility grant funds and the Curling building received facility grant funds.

**Moved by Councilmember Swanson, seconded by Councilmember Clark, that this Motion be Approved. The Motion was adopted unanimously.**

12.-7 [RES 12-140](#)

**REJECT BIDS FOR LEGACY CREEK PARK**

**(IMPROVEMENT PROJECT NO. 12-16)**

**Sponsors:** Kappelhoff

**Attachments:** [Bid Tabulation-Legacy Creek Park.xls](#)

Public Services Manager Therres stated the construction of a park in Legacy Creek development has been in the Capital Improvement Program since 2007. The project was delayed several times due to changes of developer ownership. He stated three bids were received and these bids are significantly higher than the estimated and budgeted amount; therefore, staff recommends that all bids be rejected.

**Moved by Mayor Pro Tem Kolb, seconded by Councilmember Bourke, that this Resolution be Adopted. The Motion was adopted unanimously.**

**13. OTHER BUSINESS**

**Motion by Councilmember Clark, seconded by Councilmember Bourke, that the City Council direct its Fire Board representative to the Spring Lake Park-Blaine-Mounds View Fire Department to not hire Madison Zikmund, son of Chief Zikmund. Motion adopted unanimously.**

**Councilmember Clark requested the motion be shared with the cities of Spring Lake Park and Mounds View.**

Councilmember Hovland asked about wild animal control in residential neighborhoods. Police Chief Olson stated any animal complaints are handled through the Police Department. He stated the City has a dog ordinance and cats are handled on a case-by-case basis. Councilmember Kolb suggested publishing an article on the City's website with wild life suggestions.

Councilmember Swanson stated residents in the neighborhood are concerned for their dogs and children.

Police Chief Olson stated residents are encouraged to call the Police Department.

**14. ADJOURNMENT**

**Moved by Councilmember Herbst, seconded by Councilmember Bourke, that this meeting be Adjourned. The Motion was adopted unanimously. The meeting adjourned at 8:50 p.m.**