

**UNAPPROVED**

CITY OF BLAINE  
ANOKA COUNTY, MINNESOTA  
CITY COUNCIL MEETING  
Thursday, December 7, 2017

7:30 P.M.  
Council Chambers  
10801 Town Square Drive

**CALL TO ORDER BY MAYOR RYAN**

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

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**ROLL CALL**

**PRESENT:** Mayor Tom Ryan, Councilmembers Dave Clark, Andy Garvais, Julie Jeppson, Jason King, and Dick Swanson.

**ABSENT:** Councilmember Wes Hovland.

Quorum Present.

**ALSO PRESENT:** City Manager Clark Arneson; Planning and Community Development Director Bryan Schafer; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; Captain Dan Szykulski; Finance Director Joe Huss; Economic Development Coordinator Erik Thorvig; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Patrick Sweeney; City Engineer Jean Keely; Communications Technician Roark Haver; Senior Engineering Technician Al Thorp; Budget/Fiscal Analyst Ward Brown; Water Resources Manager Rebecca Haug; and City Clerk Catherine Sorensen.

**AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**

5.1 Swearing in Ceremony for Safety Services Manager/Police Chief Brian Podany.

Mayor Ryan welcomed Brian Podany to the City of Blaine and thanked Captain Dan Szykulski for his service as the Interim Police Chief. He provided a brief work history for Chief Podany, and noted his educational background.

City Clerk Sorensen administered the Oath of Office to Safety Services Manager/Police Chief Brian Podany and welcomed him to the City of Blaine. A round of applause was offered by all in attendance and Police Chief Podany's badge was pinned on.

Safety Services Manager/Police Chief Podany thanked the Council and stated he was incredibly humbled by all those in attendance for their support. He thanked his wife, Jen, for her continued support. He also thanked his parents and children for their love and support. He appreciated Captain Szykulski's efforts and the hospitality that has been shown to him by all City staff members. He commented on Greenberry Chambers, the first resident of Blaine, and stated he believed Mr. Chambers' spirit lives on. He discussed

how policing was changing and believed that a paradigm shift was needed to ensure the Blaine Police Department was properly taking care of the community. He stated it remains an honor to him to wake up each morning and wear his badge knowing the sacrifices and commitments that come with it. He explained he would do his best to serve the community with greatness and thanked the City for their support.

## **APPROVAL OF MINUTES**

Workshop Meeting – November 9, 2017

Workshop Meeting – November 16, 2017

Regular Meeting – November 16, 2017

Moved by Councilmember Garvais, seconded by Councilmember Jeppson, that the Minutes of the Workshop Meeting of November 9, 2017, the Workshop Meeting of November 16, 2017 and the Minutes of the Regular Meeting of November 16, 2017 be approved.

Motion adopted. Councilmember Clark abstained on the November 9, 2017 Workshop meeting minutes due to his absence.

## **COMMUNICATIONS**

6.1 Guest Speaker – Kristen Genet with Anoka Ramsey Community College – To Discuss Interpretive Signage for the Blaine Wetland Sanctuary.

Kristen Genet, Biology Professor from Anoka Ramsey Community College, explained she has been working with the City of Blaine and the watershed district to create and install interpretive signage within the Blaine Wetland Sanctuary. She stated she was a Blaine resident and was a member of the Natural Resources Conservation Board (NRCB). She reported she had 22 students working on the interpretive sign project. She reviewed the information that would be presented on the first sign. She stated her goal was to have the signs point out why this wetland sanctuary was so unique. She appreciated the fact that the wetland sanctuary could be used as a learning site and outdoor laboratory for her students. She anticipated the signs would be finished up this winter to ensure they could be installed in the spring.

Mayor Ryan suggested a plaque be created recognizing the efforts of the NRCB for the wetland sanctuary. He explained he has contacted local Boy Scouts to help with projects in the Blaine Wetland Sanctuary.

Councilmember Clark thanked Ms. Genet for all of her efforts.

Councilmember Clark recognized Isabelle Stadden on her two State Championships in swimming.

## **OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 7:58 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:59 p.m.

## **ADOPTION OF AGENDA**

The agenda was adopted as amended moving Item 12.7 to be discussed after adoption of the agenda.

12.7 Resolution 17-182, Authorizing the Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds relating to the Legends of Blaine Project; Adopting a Housing Program Pursuant to Minnesota Statutes, Chapter 462C; Approving the Forms of and Authorizing the Execution and Delivery of the Bonds and Related Documents; Providing for the Security, Rights, and Remedies with Respect to the Bonds; and Granting Approval for Certain Other Actions with Respect Thereto.

Moved by Councilmember Clark, seconded by Councilmember Swanson, that Resolution 17-182, "Authorizing the Issuance, Sale and Delivery of Multifamily Housing Revenue Bonds relating to the Legends of Blaine Project; Adopting a Housing Program Pursuant to Minnesota Statutes, Chapter 462C; Approving the Forms of and Authorizing the Execution and Delivery of the Bonds and Related Documents; Providing for the Security, Rights, and Remedies with Respect to the Bonds; and Granting Approval for Certain Other Actions with Respect Thereto," be approved.

Finance Director Huss stated on November 16, the City Council authorized the issuance of up to \$40 million in conduit revenue bonds for Dominion Development to construct a 192-unit multi-family rental housing project designed and marketed for senior living on the southwest corner of 109th and Lexington. The City's authorization was required for Dominion to make their application to the State for bonding proceeds. It was the intent of Dominion to secure permanent financing at such time that permanent financing could be secured. On December 4, Dominion issued a \$21,751,997.91 revenue note to secure funding for their project. The following resolution authorizes the issuance of up to \$21,751,997.91 in conduit bonds to refund the revenue note and provide financing for the project. This debt is payable solely from the revenues pledged under the Loan Agreement, and does not represent a debt or obligation of the City. Staff recommended the Council authorize the issuance of the debt.

Nick Anderson, Dominion representative, thanked the Council for their consideration. He explained this project was still on track and construction was slated to begin next summer.

Councilmember Jeppson asked if the recent tax reform would impact Dominion's project. Mr. Anderson commented on the recent article in the *Star Tribune* and how the tax reform could impact conduit bonds. He stated he was working to close on the financing prior to the end of the year in order to ensure the project could move forward in 2018.

Motion adopted unanimously.

### **7:30 P.M. - PUBLIC HEARINGS AND ITEMS SET FOR A CERTAIN TIME**

9.1 Resolution 17-171, Order Improvement and Order Preparation of Plans and Specifications for 113<sup>th</sup> Avenue Trunk Sanitary Sewer Improvements, Improvements Project No. 17-09.

Mayor Ryan opened the public hearing at 8:05 p.m.

City Engineer Keely stated the proposed project will introduce sanitary sewer to the area south of 113th Avenue roughly bordered between Quincy Street on the west and Buchanan Street on the east. The project area also includes commercial property adjacent to 109th Avenue between Able Street and Fillmore Street. Proposed improvements include trunk sanitary sewer and appurtenant construction. The estimated cost of improvements is \$580,642 and is proposed to be assessed over a ten-year period. The proposed project will be temporarily financed by the City, with permanent funding provided by the assessments to benefitting

parcels in accordance with current City Assessment Policy and Minnesota Statutes Chapter 429, Special Assessment Laws. Staff commented on the neighborhood meeting that was held on Wednesday, December 6<sup>th</sup> and noted 10 of the 17 impacted property owners were in attendance. The location of the sanitary sewer lines was reviewed in detail and staff recommended the Council order the improvements.

Doug and Romkje Dokter, 808 113<sup>th</sup> Avenue, explained she has owned her property since the mid 1990's. Ms. Dokter explained she loved her property due to the numerous oak trees. She shared her concerns with the number of oaks that would be lost through the proposed improvements and feared how the wetlands would be impacted. She recommended the developer pay for the sanitary trunk line and that assessments only be based on the amount of buildable land they own.

Dennis Libby, Remax Realty representing the property owners at 830 113<sup>th</sup> Avenue and 860 113<sup>th</sup> Avenue, questioned if funds are being used to help offset costs for the property owners as outlined in Resolution 96-20 for the West Central Area Improvement District. He read two paragraphs from the Resolution in full for the record and left staff with a copy of the document. He requested staff provide the homeowners with further information on the funding available. City Engineer Keely explained the development guide plan established these areas for development south of 113<sup>th</sup> Avenue and north of 113<sup>th</sup> Avenue and the rates were estimated. She reported the north side of 113<sup>th</sup> Avenue was developed and rates were utilized. She commented there were separate funds for the northern and southern sides of 113<sup>th</sup> Avenue. She indicated this was the first development south of 113<sup>th</sup> Avenue and no funds were available for the trunk line.

Grace Schrunk, 930 and 950 113<sup>th</sup> Avenue, commented the assessments costs will be a burden to her and suggested the lift station be installed by the developer. She feared that the only person that would benefit from the proposed sewer improvements would be the developer.

Councilmember Clark clarified for the record that a petition process was followed for the proposed improvements. He explained this was not a City initiated project.

Councilmember Jeppson asked if the proposed assessments were on the high end. City Engineer Keely reported conservative dollar figures were used.

Tom Caouette, 880 and 910 113<sup>th</sup> Avenue, stated he signed the petition for future development and he supported the proposed improvements. He asked if costs could be deferred until homeowners connected to the sanitary trunk line or the developer develops.

Tim Taylor, 1220 113<sup>th</sup> Avenue, shared concerns about parcels being landlocked. He stated the road was quite narrow with no sidewalks and traffic moved extremely quickly. He suggested sewer be run down the center of the road and that water be brought in too. He indicated he was not included in the petition, which was a concern to him. He feared that all the facts were not out there. He recommended developers not be included as property owners as they are investors. He encouraged the City to make it a priority to build a safe road with sidewalks.

City Engineer Keely stated she had spoken to Mr. Taylor and explained there could be a future extension on Buchanan Road. She indicated staff was uncertain when these improvements would be completed. She stated an extension from the proposed project was not feasible. For this reason, sewer services for Mr. Taylor would have to come from the west.

Mr. Taylor questioned how his neighbors that were landlocked would be served. Mayor Ryan explained these neighbors would have to bring forward a petition requesting services.

Pat Gessell, 830 113<sup>th</sup> Avenue, recommended Don Kveton pay the same assessment as the homeowners and requested his assessment be deferred. He explained he originally signed the petition but recently had his name removed. He stated he did not want to see someone lose their property due to an assessment.

Mr. Libby commented on the lack of knowledge he had regarding the petition process. He said he believed that the City of Blaine's petition process was a little backwards. He explained that none of the residents along 113<sup>th</sup> Avenue knew about this petition until he inquired with the City. He stated he had a moral and fiduciary responsibility to his clients.

Mayor Ryan reported the Council does not get involved in petitions but rather they are brought before the Council after being signed by the property owners.

Councilmember Clark described the process that was followed for petitions and explained this petition was carried by the public and not the City.

Mr. Libby questioned what property owner carried the petition. Mayor Ryan reported D&L carried the petition.

There being no additional public input, Mayor Ryan closed the public hearing at 8:59 p.m.

Councilmember Clark asked where the City was percentage-wise with two properties being removed from the petition. City Engineer Keely reported that after the removal of these two parcels the project would still have more than 35% of the property owners' support as required in State Statute.

Councilmember King questioned what type of deferments would be available for this project. City Engineer Keely stated there were senior deferments if they met Council criteria. She explained the Council has also approved deferments until development on a case by case basis and this would be determined at the special assessment hearing.

Moved by Mayor Ryan, seconded by Councilmember Clark, that Resolution 17-171, "Order Improvement and Order Preparation of Plans and Specifications for 113<sup>th</sup> Avenue Trunk Sanitary Sewer Improvements," be approved.

Motion adopted unanimously.

Ms. Schrunk expressed frustration with the fact that she did not have full knowledge of this situation when she signed the petition and now she would have to suffer by being assessed for the proposed project. She thought the project was only being considered for informational purposes.

9.2 Motion 17-131, On-Sale Wine and 3.2% Malt Liquor On-Sale Licenses for Kym Spiralke, Sapphire Blue Hospitality LLC DBA Dixie Blue Bar-B-Que, 2330 Cloud Drive, #101, Blaine, Minnesota.

Mayor Ryan opened the public hearing at 9:07 p.m.

City Clerk Sorensen stated Kym Spiralke, previous owner/applicant for Sapphire Hospitality LLC DBA Dixie Blue Bar-B-Que has submitted an application for On-Sale Wine and 3.2% Malt Liquor On-Sale licenses for the restaurant located at 2330 Cloud Drive, #101, Blaine, Minnesota. The applicant has submitted a completed license application, and the license fee of \$1,550. The required certificate of insurance for liquor liability and all required forms and documents have been received and are on file in our

office. The Police Department completed their background investigation and found no information to prohibit the granting of the On-Sale Wine and 3.2% Malt Liquor On-Sale Licenses. The license has a successful background investigation, fire inspection, and Certificate of Occupancy.

There being no public input, Mayor Ryan closed the public hearing at 9:08 p.m.

Moved by Councilmember King, seconded by Councilmember Swanson, that Motion 17-131, "On-Sale Wine and 3.2% Malt Liquor On-Sale Licenses for Kym Spiralke, Sapphire Blue Hospitality LLC DBA Dixie Blue Bar-B-Que, 2330 Cloud Drive, #101, Blaine, Minnesota," be approved.

Motion adopted unanimously.

9.3 First Reading – Ordinance 17-2391, Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine.

Mayor Ryan opened the public hearing at 9:09 p.m.

City Clerk Sorensen stated annually, the City Council reviews and adopts a fee schedule and the public hearing will be held with the first reading.

There being no public input, Mayor Ryan closed the public hearing at 9:09 p.m.

Declared by Mayor Ryan that Ordinance 17-2391, "Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine," be introduced and placed on file for second reading at the December 21, 2017, Council meeting.

**APPROVAL OF CONSENT AGENDA:**

Moved by Councilmember Garvais, seconded by Councilmember King, that the following be approved:

10.1 Motion 17-132, Schedule of Bills Paid.

10.2 Motion 17-133, Approve 2018 Annual License Renewals.

10.3 Resolution 17-172, Snow and Ice Control Policy.

10.4 Second Reading – Ordinance 17-2390, Chapter 70, Article III.-Public Right-Of-Way Management.

10.5 Resolution 17-173, Publication of the Title and Summary of Ordinance 17-2390 Amending Chapter 70, Article III.-Public Right-Of-Way Management.

City Clerk Sorensen requested the license renewal for E-Life, 1536 125<sup>th</sup> Avenue, be issued contingent upon the license holder satisfactorily addressing the fire code violations.

Motion adopted unanimously.

## DEVELOPMENT BUSINESS

11.1 Resolution No. 17-174, Granting a Conditional Use Permit to Allow for 1,088 Square Feet of Accessory Garage Space in an R-1 (Single Family) Zoning District located at 1146 129<sup>th</sup> Avenue NE. Jesse and Julie Clepper. (Case File No. 17-0044/NBL).

Moved by Mayor Ryan, seconded by Councilmember Garvais, that Resolution No. 17-174, “Granting a Conditional Use Permit to Allow for 1,088 Square Feet of Accessory Garage Space in an R-1 (Single Family) Zoning District located at 1146 129<sup>th</sup> Avenue NE,” be approved.

Planning and Community Development Director Schafer stated in the R-1 (Single Family) zoning district, a CUP is required for garages larger than 1,000 square feet and up to 1,200 square feet. Currently, the applicants have an attached garage that totals 560 square feet and a shed that totals 207 square feet. The applicant is requesting a CUP to build a detached garage totaling 528 square feet. The applicant has indicated that the existing shed will be removed. The total proposed garage space would then be 1,088 square feet.

Motion adopted unanimously.

11.2 Resolution No. 17-175, Approval of a Waiver of Platting for Biskey Property at 4919 125<sup>th</sup> Avenue as Part of Oakwood Ponds Development. Excelsior Group/Greg Biskey. (Case File No. 17-0053/BKS).

Moved by Councilmember King, seconded by Councilmember Garvais, that Resolution No. 17-175, “Approval of a Waiver of Platting for Biskey Property at 4919 125<sup>th</sup> Avenue as Part of Oakwood Ponds Development,” be approved.

Planning and Community Development Director Schafer stated the City Council approved a Preliminary Plat for Oakwood Ponds (Excelsior Group) at the October 19, 2017 City Council meeting. One of the parcels contained within the plat was the Biskey property at 4919 125<sup>th</sup> Avenue. The preliminary plat indicated that the parcel owned by Biskys would be split at the ditch line with the Excelsior Group purchasing the north portion (Parcel A) and the Biskys retaining the south portion (Parcel B) with their home and buildings. Staff reported the developer and the Biskys would like to close on the property, however the Final Plat for this area is not yet ready to be processed. Both parties have asked the City to prepare and approve a Resolution (Waiver of Platting) approving the new lot line consistent with the preliminary plat. Once this Resolution has been approved it can be provided to the County and the Biskys can close with the developer and sell the north portion of their property. The recommended approval has a couple of conditions consistent with how property is final platted:

- The north parcel (Parcel A) that will be purchased by Excelsior Group to be combined at Anoka County with one of the other adjacent parcels now owned by the Excelsior Group.
- The south parcel (Parcel B) that will be retained by Biskey is to be included in the Final Plat for this area and re-platted as a Lot and Block as originally intended in the approved preliminary plat.

Motion adopted unanimously.

11.3 Resolution No. 17-176, Granting Final Plat Approval to Subdivide 5.38 Acres into One Lot and One Outlot to be Known as Parkside North 11<sup>th</sup> Addition, located at Lexington Avenue NE/122<sup>nd</sup> Avenue NE. Parkside North, LLC. (Case File No. 17-0049/SLK).

Moved by Councilmember Garvais, seconded by Councilmember King, that Resolution No. 17-176, "Granting Final Plat Approval to Subdivide 5.38 Acres into One Lot and One Outlot to be Known as Parkside North 11<sup>th</sup> Addition, located at Lexington Avenue NE/122<sup>nd</sup> Avenue NE," be approved.

Planning and Community Development Director Schafer stated the final plat will consist of one lot and one outlot on Fraizer Street NE and 122nd Avenue NE. The proposed lots are consistent with the approved preliminary plat that was issued by the City Council in 2014. The proposed Lot 1 will be for a proposed Kwik Trip and is scheduled for review on the December 2017 Planning Commission agenda. The proposed outlot will be used for future development. The outlot will be required to be re-platted for future development.

Motion adopted unanimously.

11.4 Resolution No. 17-177, Granting Final Plat Approval to Plat Two Existing Lots (2.9 Acres) into One (1) Lot at 10500 Radisson Road NE to be known as Kwik Trip 925. Kwik Trip, Inc. (Case File No. 17-0036/SLK).

Moved by Councilmember Garvais, seconded by Councilmember Swanson, that Resolution No. 17-177, "Granting Final Plat Approval to Plat Two Existing Lots (2.9 Acres) into One (1) Lot at 10500 Radisson Road NE to be known as Kwik Trip 925," be approved.

Planning and Community Development Director Schafer stated Kwik Trip is proposing to plat two existing lots into one lot for the construction of a 7,231-square foot convenience store building and the associated attached 3,058 square foot car wash. Site access will consist of a right-in/right-out on Radisson Road and a 3/4 access (allows east bound left in) from 105th Avenue. This access has been accounted for in the redesign of 105th Avenue. It was noted Site Plan approval will be required prior to issuance of building permits for this site.

Mayor Ryan stated he was pleased that this property would finally be cleaned up and redeveloped.

Motion adopted unanimously.

11.5 First Reading – Ordinance 17-2392, Code Amendment to the Performance Standards (Chapter 33) to Add Free Standing Energy Panels as a Use that is Allowed by Conditional Use Permit and to Establish General Zoning Standards for Review and Approval of Such Facilities. City of Blaine. (Case File 17-0019/LSJ).

Planning and Community Development Director Schafer explained the City was proposing to amend City Code to allow free standing solar panels in all zoning districts with a conditional use permit. He reported City Code currently allows utilities such as cable, telephone, gas and cable. He indicated the new subchapter within City Code would layout general standards for free standing solar panels. He stated solar panel installations under 200 square feet in a residential zoning district would not require a conditional use permit. Any requests over 200 square feet in the residential district or 400 square feet in all other zoning districts would require a conditional use permit. He discussed how other cities were addressing free standing solar installations.

Councilmember Swanson stated the Planning Commission recommended approval of this Ordinance but raised concerns regarding the solar panel height. Planning and Community Development Director Schafer commented the Council could set height restrictions within the Ordinance.



Mayor Ryan commented on the neighborhood meeting that was held with The Sanctuary neighbors. He stated he had been in contact with the Anoka County-Blaine Airport to see if they would consider a solar farm on airport property.

Declared by Mayor Ryan that Ordinance 17-2392, "Code Amendment to the Performance Standards (Chapter 33) to Add Free Standing Energy Panels as a Use that is Allowed by Conditional Use Permit and to Establish General Zoning Standards for Review and Approval of Such Facilities," be introduced and placed on file for second reading at the December 21, 2017, Council meeting.

## **ADMINISTRATION**

### 12.1 Resolution 17-180, Approval of Minnesota Investment Fund Application in Connection with the City of Blaine EDA for the General Pattern Project.

Moved by Councilmember Swanson, seconded by Councilmember Jeppson, that Resolution 17-180, "Approval of Minnesota Investment Fund Application in Connection with the City of Blaine EDA for the General Pattern Project," be approved.

Economic Development Coordinator Thorvig stated at the November 1, 2017 EDA meeting, the EDA held a public hearing and adopted a resolution to submit a \$450,000 loan application to the Minnesota Department of Employment and Economic Development for Minnesota Investment Fund dollars on behalf of General Pattern Company for an expansion of their business. After submitting the loan application, DEED staff informed the City that an additional resolution needs to be passed by the City Council, authorizing the EDA to submit the application.

Motion adopted unanimously.

### 12.2 Motion 17-136, Authorize Implementation of Traffic Commission Recommendations for Arnold Palmer Drive Adjacent to London Court.

Moved by Councilmember Garvais, seconded by Councilmember Jeppson, that Motion 17-136, "Authorize Implementation of Traffic Commission Recommendations for Arnold Palmer Drive Adjacent to London Court," be approved.

City Engineer Keely stated during open forum at the September 5, 2017 Traffic Commission meeting, two residents from London Court expressed their concern over the difficulty of pedestrians trying to cross Arnold Palmer Drive from London Court. They said that south bound traffic on Arnold Palmer Drive cuts the curve and that it is difficult to access the sidewalk on the west side of Arnold Palmer Drive. Residents from London Court that utilize a scooter or push a stroller have to stay in the street until they get to the Deacons Park driveway on Arnold Palmer Drive to access the sidewalk or park. The residents asked for a cut out in the west curb of Arnold Palmer Drive, striping to identify the center of the road so drivers will stop crossing over the center and additional speed limit signs.

City Engineer Keely explained to the residents that adding a curb opening on Arnold Palmer Drive across from London Court would not be recommended, as drivers would not anticipate people crossing mid-block. Residents should cross Arnold Palmer Drive at an existing intersection where drivers might expect to see people crossing like 113<sup>th</sup> Avenue or Tournament Players Parkway. With no sidewalk on the east side of Arnold Palmer Drive, residents would have to walk in the grass boulevard or still travel in the road to get to existing intersections. A sidewalk could be constructed on the east side of Arnold Palmer Drive to either

113<sup>th</sup> Avenue or Tournament Players Parkway. The residents of London Court said they would travel on a sidewalk to 113<sup>th</sup> Avenue, but not to Tournament Players Parkway. The cost of the sidewalk extension to 113<sup>th</sup> Avenue, including curb cuts, could be petitioned for by the Association. The City Council would then consider whether to construct the sidewalk and assess the cost to property owners on London Court over five years.

City Engineer Keely reported centerline striping could be added to Arnold Palmer Drive to help educate drivers on not cutting the curve south of 113<sup>th</sup> Avenue. The striping could be added to the 2018 striping contract. In addition, there is no “playground ahead” signage on Arnold Palmer Drive. Signs could be added as an indication to drivers that there may be pedestrian activity in the area of Deacons Park. The traffic counts, vehicle speeds, existing signage, and accident information for Arnold Palmer Drive and London Court were reviewed with the Council and it was noted the Traffic Commission approved the following recommendations for City Council consideration:

1. The cost of the sidewalk extension to 113<sup>th</sup> Avenue, including curb cuts, could be petitioned for by the Association. The City Council would then consider whether to construct the sidewalk and assess the cost to property owners on London Court over five years.
2. Add centerline striping to Arnold Palmer Drive to help educate drivers on not cutting the curve south of 113<sup>th</sup> Avenue. The striping would be added to the 2018 striping contract.
3. Add a south bound “playground ahead” sign on Arnold Palmer Drive, north of Deacons Park, as an indication to drivers that there may be pedestrian activity in the area of the park.

Motion adopted unanimously.

12.3 Motion 17-134, Authorize Mayor and City Manager to Enter into a Contract with Barr Engineering Co. in an Amount of \$137,000 for Northeast Wellfield Construction Services, Improvement Project Nos. 11-08 and 15-14.

Moved by Councilmember Jeppson, seconded by Councilmember Clark, that Motion 17-134, “Authorize Mayor and City Manager to Enter into a Contract with Barr Engineering Co. in an Amount of \$137,000 for Northeast Wellfield Construction Services,” be approved.

City Engineer Keely stated this agreement with Barr Engineering Co. is for construction related engineering services related to the construction of wells 18 through 21, temporary chemical feed building and altitude valve for tower 4. These services involve such things as onsite construction inspection, review of shop drawings, coordination with the Minnesota Department of Health and other tasks as listed in the proposal. This work is not included with the design engineering services done under previous agreements with Barr Engineering Co.

Motion adopted unanimously.

12.4 Motion 17-135, Authorize the Mayor and City Manager to Enter into a Contract with Barr Engineering Co. in a Not to Exceed Amount of \$52,000 for Design Services for Wells 20 & 21, Northeast Wellfield, Improvement Project 15-14.

Moved by Councilmember Clark, seconded by Councilmember Garvais, that Motion 17-135, “Authorize the Mayor and City Manager to Enter into a Contract with Barr Engineering Co. in a Not to Exceed Amount of \$52,000 for Design Services for Wells 20 & 21, Northeast Wellfield,” be approved.

City Engineer Keely stated the original contract that the City signed with Barr Engineering Co. for design of the Northeast area well field included \$59,000 for the design of wells 18 and 19 but did not include design services for wells 20 and 21. City Council directed staff to proceed with the construction of wells 20 and 21 in conjunction with the construction of wells 18 and 19. This agreement is for the design services for wells 20 and 21.

Motion adopted unanimously.

12.5 Motion 17-137, Authorize Payment of up to \$105,000 to Hawkins Chemical for Equipment Upgrades to Various Well Houses.

Moved by Mayor Ryan, seconded by Councilmember King, that Motion 17-137, "Authorize Payment of up to \$105,000 to Hawkins Chemical for Equipment Upgrades to Various Well Houses," be approved.

Public Services Manager/Assistant City Manager Therres stated in June of 2017, the City experienced a chemical leak at Well House #1. After that incident City staff went through and inspected all our other well houses and it was determined that we needed to address and upgrade equipment in other well houses as well. Staff has worked with our chemical and equipment vendor to upgrade the equipment in the various well houses to current industry standards. The total amount for these upgrades to regulators, auto-switch overs, meter panels, and emergency shut-offs will not exceed \$105,000 and will be funded by the water fund.

Councilmember King questioned how this expense would be funded. Public Services Manager/Assistant City Manager Therres reported this project would be paid for through the Water Utility Fund.

Motion adopted unanimously.

12.6 First Reading – Ordinance No. 17-2393, Amending Sec. 62-33.-Obligations of the Refuse Generator and Se. 70-3.-City Street or Public Right-of-Way Obstruction.

Public Works Director Haukaas stated staff has been working to educate the public about the importance of not placing trash carts, basketball hoops, and other items in the street as they can significantly impact both the traveling public and municipal operations such as plowing and street sweeping. As part of that effort staff is suggesting some code amendments that will help clarify proper placement of trash carts and allow for enforcement if necessary, although staff will continue as they have been to work with residents when space is limited on trash cart placement.

Declared by Mayor Ryan that Ordinance No. 17-2393, "Amending Sec. 62-33.-Obligations of the Refuse Generator and Se. 70-3.-City Street or Public Right-of-Way Obstruction," be introduced and placed on file for second reading at the December 21, 2017 Council meeting.

12.8 Resolution 17-181, Adopt the 2018 Water and Sewer Utility Enterprise Fund Budgets.

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution 17-181, "Adopt the 2018 Water and Sewer Utility Enterprise Fund Budgets," be approved.

Finance Director Huss stated Council has reviewed the 2018 proposed budgets for the Water and Sanitary Sewer Funds at two previous Workshops and per the following summaries, has directed staff to bring forth

the budgets as presented for formal adoption. Staff commented on the proposed improvements for the City's water and sewer systems.

Mayor Ryan stated he was proud of the City's water and sewer utility rates.

Motion adopted unanimously.

#### 12.9 Resolution 17-179, 2017 Budget Amendments.

Moved by Councilmember Jeppson, seconded by Councilmember Garvais, that Resolution 17-179, "2017 Budget Amendments," be approved.

Finance Director Huss stated as part of the 2017 budget process, appropriations were made that were consistent with the best information available at the time of budget adoption in December 2016. As 2017 has unfolded, there are certain areas wherein circumstances have led the City Council to authorize budget amendments for 2017. These adjustments are associated with events that occurred in 2017 that were not anticipated at the time the General Fund Budget was adopted in 2016. Staff reviewed the proposed amendments in detail with the Council and recommended approval of the budget adjustments.

Motion adopted unanimously.

#### 12.10 First Reading – Ordinance No. 17-2394, Article VI.-Peddlers, Solicitors, and Transient Merchants, Division 2.-License.

City Clerk Sorensen stated in order to have all fees referenced in the same location in City Code, staff is recommending removing peddler/solicitor fees from the license section of the ordinance and include them with the City's fee schedule, which Council will consider later in this agenda. Staff also suggests clarifying language that states investigation fees are non-refundable in the event an applicant is denied a license.

Declared by Mayor Ryan that Ordinance No. 17-2394, "Ordinance No. 17-2394, Article VI.-Peddlers, Solicitors, and Transient Merchants, Division 2.-License," be introduced and placed on file for second reading at the December 21, 2017 Council meeting.

#### 12.11 Resolution 17-178, Designating Polling Places for the 2018 State Primary and State General Election.

Moved by Councilmember Clark, seconded by Councilmember King, that Resolution 17-178, "Designating Polling Places for the 2018 State Primary and State General Election," be approved.

City Clerk Sorensen stated earlier this year, the legislature enacted a new provision that requires all municipalities to designate their polling place locations for an upcoming election year by December 31 of the previous year. This provision is in effect for the 2018 state elections and beyond, including the Presidential primary election that will be held in March 2020 as a result of new legislation. The new law does permit changing polling place locations in the year of the election if the polling place authorized by Council becomes unavailable for use. Staff reviewed the proposed polling locations and recommended approval.

Motion adopted unanimously.

### **OTHER BUSINESS**

Moved by Councilmember Jeppson, seconded by Councilmember Garvais, to grant four hours of vacation to staff and close City Hall at noon on Friday, December 22, 2017.

Motion adopted unanimously.

Moved by Councilmember Garvais, seconded by Councilmember Clark, to call for a Closed Session City Council meeting to discuss pending litigation for Hastings Street on Thursday, December 14, 2017.

Motion adopted unanimously.

Mayor Ryan stated Blaine High School is looking for local officials to speak to their civics classes on local government on Monday, December 18<sup>th</sup>. He encouraged the Councilmembers to consider speaking to the Blaine students.

### **ADJOURNMENT**

Moved by Councilmember Clark, seconded by Councilmember Garvais, to adjourn the meeting at 9:51 p.m.

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Tom Ryan, Mayor

ATTEST:

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Catherine Sorensen, CMC, City Clerk  
*Submitted by TimeSaver Off Site Secretarial, Inc.*