



City of Blaine
Anoka County, Minnesota
Minutes
City Council

Blaine City Hall
10801 Town Sq Dr NE
Blaine, MN 55449

Thursday, December 21, 2017

7:30 PM

Council Chambers

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: City Manager Clark Arneson; Planning and Community Development Director Bryan Schafer; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; 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; Budget/Fiscal Analyst Ward Brown; Fire Chief Charlie Smith; and City Clerk Catherine Sorensen.

Present: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

4. APPROVAL OF MINUTES

4.-1 RECENTLY HELD MEETINGS

Attachments: [12-07-17 Closed Pending Litigation - Hastings Street](#)
[12-07-17 Workshop Minutes](#)
[12-07-17 Council Minutes](#)

Moved by Councilmember King, seconded by Councilmember Jeppson, that the Minutes of the Closed Pending Litigation – Hastings Street of December, 2017, Minutes of the Workshop Meeting of December 7, 2017 and the Minutes of the Regular Meeting of December 7, 2017 be approved.

Motion adopted. Councilmember Hovland abstained on the December 7, 2017 Closed, Council and Worksession meeting minutes due to his absence. Councilmember Swanson abstained on the December 7, 2017 Closed meeting

minutes due to his absence.

Aye: 5 - Mayor Ryan, Councilmember Clark, Councilmember King, Councilmember Garvais and Councilmember Jeppson

Abstain: 2 - Councilmember Swanson and Councilmember Hovland

5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

None.

6. COMMUNICATIONS

Mayor Ryan explained the Council would be postponing action on Item 12.1 until January 4, 2018. He asked if the Council had any comments regarding this matter.

Councilmember Jeppson stated she would support the Council delaying this item even further in order to allow the Council to discuss solar panels at a future worksession prior to taking action. She said she wanted the City Council to review what other cities were doing and to be intentional in its policy.

Moved by Councilmember Jeppson, seconded by Councilmember King, to postpone action to a future workshop meeting Ordinance 17-2392, a Code Amendment to the Performance Standards (Chapter 33) to add free standing solar 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.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Councilmember Clark stated he had issues with the solar panel Ordinance and he supported the Council taking a step back in order to further review the proposed code amendment. He understood that Connexus Energy would have a request before the City within the next 90 days, which meant the Council would have to review this item and take action. City Manager Arneson reported staff would come back to the Council with a timeline for this Ordinance.

Councilmember Clark requested staff make the public aware of when the solar panel Ordinance would be discussed by the City Council.

7. OPEN FORUM FOR CITIZEN INPUT

Mayor Ryan opened the Open Forum at 7:35 p.m.

Larry Sable, 10806 Buchanan Street, thanked Kristen Genet for her presentation on the wetland signage at the last Council meeting. He believed the signs would be a great addition to the wetland sanctuary. He understood the wetland project took a great deal of time and foresight. He supported the Council recognizing the people

that have worked diligently to preserve the wetland sanctuary, Mayor Ryan being one of them. He thanked the City for making this project happen and encouraged residents to see the bigger picture. He commented on the proposed solar panel Ordinance. He explained that solar energy was coming and would be a valuable resource for the community. He encouraged the Council to be open to requests for solar energy.

Chris Hildrum, 10507 Alamo Street NE, stated he sent an email and petition to the Council today and 30 days ago. He said he was pleased the solar panel Ordinance had been tabled. He encouraged the Council to review the facts and see that property values were declining when surrounded by a solar farm. He explained that trees and plants would not be able to be planted around a solar farm for screening. He recommended the Council review the issues in detail prior to passing a solar panel Ordinance.

Councilmember Jeppson thanked Mr. Hildrum for addressing the Council and encouraged him to trust the process that would be followed by the City Council.

Mayor Ryan closed the Open Forum at 7:50 p.m.

8. ADOPTION OF AGENDA

The agenda was adopted as amended, noting Item 12.1 had been pulled from the agenda.

9. 7:30 P.M. - PUBLIC HEARING AND ITEMS SET FOR A CERTAIN TIME

9.-1

ADOPT 2018 TAX LEVY

Mayor Ryan opened the public hearing at 7:51 p.m.

Finance Director Huss stated Council conducted a public hearing for the proposed 2018 General Fund budget and proposed property tax levy on December 14. Pursuant to statutory requirements, a public hearing is again scheduled for tonight at which the City Council will consider public input and adopt a final levy and budget. It was noted the proposed resolution reflects the tax levy that Council directed be brought forth for consideration at the December 14, 2017 public hearing. Staff commented on the 2018 tax levy and recommended approval.

Councilmember Hovland requested staff clarify the differences between the tax levy and the tax rate. Finance Director Huss explained the tax levy was the dollar amount the Council would levy that would be spread over all taxable properties in the City. He indicated the tax rate was a function of the total tax levy divided by the total taxable market value within the City.

Councilmember Clark stated he would not be supporting the tax levy. He commented he did not believe the Council should be raising the tax rate and therefore would not be offering his support.

Councilmember King understood Councilmember Clark's concerns, but stated he would be offering his support to the tax levy reluctantly. He reported the Council has kept a very tight budget for years and this would continue, however, in order to maintain the Pavement Management Plan and the City's parks, additional funds were needed. He anticipated the City could keep the tax rate where it was and get by, however, the City's services would suffer in the long run.

Mayor Ryan commented on how the City's property taxes have been well maintained over the past 20 years.

Councilmember Garvais stated he did not like raising taxes either but stated in order to maintain the City's parks and trail system, a minor increase was needed. He explained he supported the City Council creating a park maintenance fund.

Councilmember Hovland clarified the Council was voting to approve an increased tax levy, not the City's tax rate.

There being no public input, Mayor Ryan closed the public hearing at 8:03 p.m.

Moved by Councilmember Garvais, seconded by Councilmember Jeppson, that Resolution 17-183, "Adopt 2018 Tax Levy," be approved.

Motion adopted 6-1 (Councilmember Clark opposed).

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Nay: 1 - Councilmember Clark

9.-2

ADOPT THE 2018 GENERAL FUND BUDGET

Finance Director Huss stated Council conducted a public hearing for the proposed 2018 General Fund budget and proposed property tax levy on December 14. Pursuant to statutory requirements, a public hearing is again scheduled for tonight at which the City Council will consider public input and adopt a final levy and budget. Staff reviewed the 2018 budget in detail with the Council and recommended approval.

Mayor Ryan opened the public hearing at 8:22 p.m.

There being no public input, Mayor Ryan closed the public hearing at 8:22 p.m.

Councilmember King clarified the stipend increase was for Commission members. Finance Director Huss reported this was the case. He noted the stipend was for the Park Board, Planning Commission and Natural Resources Board members. The stipend increase also includes the Traffic Commission members.

Moved by Councilmember King, seconded by Mayor Ryan, that Resolution 17-184, "Adopt the 2018 General Fund Budget," be approved.

Motion adopted 6-1 (Councilmember Clark opposed).

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Nay: 1 - Councilmember Clark

9.-3

**HOLD A PUBLIC HEARING TO RECEIVE INPUT
REGARDING AN OFF-SALE INTOXICATING
LIQUOR LICENSE FOR TARGET CORPORATION
DBA TARGET STORE T-1832 LOCATED AT 1500
109TH AVENUE NE, BLAINE, MINNESOTA**

Attachments: [Target - Off Sale](#)
[Target Off-Sale Floor Plan](#)

Mayor Ryan opened the public hearing at 8:25 p.m.

City Clerk Sorensen stated a public hearing is required prior to the approval of an off-sale license in the City of Blaine. The applicant, Janine Brown-Wiese, Officer/Vice President of Target Corporation, has submitted an off-sale intoxicating license application with all supporting documentation, liquor liability insurance, license fee of \$300 and \$500 background investigation fee for the responsible party, Bret Kerr. The Police Department is currently conducting a background investigation and the license is contingent upon a successful investigation. City Code requires a one-mile radius between off-sale intoxicating licenses. Corey Burstad, owner of Tournament Liquor located at 10901 Baltimore Street, has entered into an agreement with Target Corporation to sell Tournament Liquor, including inventory, and will close in January 2018. Approval of an off-sale license for Target will be contingent upon surrender of the current off-sale license at Tournament Liquor. It was noted Target intends to remodel the current food court space and anticipates opening sometime in April 2018.

Jason Frenstead, Target representative, stated he was excited to be before the Council for this request. He commented on the proposed remodel for the Blaine Super Target and noted the wine and spirit section of the store would be

approximately 2,000 square feet in size. He noted Target currently had nine wine and spirit stores in Minnesota and explained his organization was a responsible seller.

Councilmember Hovland expressed concern with how the economy will be impacted when large retailers continue to buy-out local liquor stores. He asked if Target would have specialists on staff to take questions from the public regarding wine and liquor recommendations. Mr. Frenstead discussed the training Target personnel would receive regarding how to conduct proper alcohol sales. He noted beer, wine and spirit types were briefly described to employees. He reported monthly beer, wine and spirit updates would be provided to these team members.

Corey Burstad, Tournament Liquor, stated he has owned his business for the past 15 years. He thanked staff at the City of Blaine for working with him on this confidential transaction. He indicated he had exciting plans for his building.

There being no additional public input, Mayor Ryan closed the public hearing at 8:32 p.m.

Moved by Councilmember Clark, seconded by Councilmember Hovland, that Motion 17-138, "Hold a Public Hearing to Receive Input Regarding an Off-Sale Intoxicating Liquor License for Target Corporation DBA Target Store T-1832 located at 1500 109th Avenue NE, Blaine, Minnesota," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Councilmember King asked who a background check would be conducted on for large multi-national retailers requesting a liquor license. City Clerk Sorensen reported the background check would be conducted on the local manager who would be overseeing the day-to-day operations.

9.-4

APPROVE RENEWAL OF CURRENCY EXCHANGE LICENSES

Attachments: [MN Dept of Commerce - License Renewals 2018](#)

Mayor Ryan opened the public hearing at 8:35 p.m.

City Clerk Sorensen stated staff has received the attached correspondence regarding currency exchange license renewals from the Minnesota Department of Commerce for the following locations:

- 1) Al'S Check Cashing, 1434 - 93rd Lane NE
- 2) SJB Enterprises Inc., d/b/a Your Exchange, 10553 University Avenue

NE

City Clerk Sorensen explained State Statute requires cities to hold a public hearing to solicit testimony from interested persons regarding any currency exchange license renewal. Notice of the public hearing was published on December 8, 2017. The Police Department has also reviewed their files regarding both locations and has no concerns regarding the renewals. City approval must be received within 60 days otherwise concurrence is presumed. The deadline for response is January 3, 2018.

There being no public input, Mayor Ryan closed the public hearing at 8:37 p.m.

Moved by Councilmember Hovland, seconded by Councilmember Swanson, that Motion 17-139, "To Recommend Approval to Renew the Currency Exchange Licenses," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

9.-5

WELLHEAD PROTECTION PLAN AMENDMENT, IMPROVEMENT PROJECT 15-17

Attachments: [Blaine Part 2 WHPP](#)

City Engineer Keely stated John Greer with Barr Engineering had a short presentation for the Council.

John Greer, Barr Engineering, stated as a result of amendments to the Safe Drinking Water Act in 1986, the federal government requires states to establish a wellhead protection plan. This program is designed to identify sources of supply for drinking water and any potential contaminants that might impact the water, providing a plan to protect the supply from contamination. The Minnesota Department of Health approved a plan requiring all communities and owners of water distribution systems in Minnesota to complete a wellhead protection plan. The City of Blaine completed and received approval for the required Wellhead Protection Plan in 2007. The State of Minnesota Wellhead Protection Rules requires reviewing and amending the Wellhead Protection Plan every 10 years. The City of Blaine has been working with Barr Engineering to do the required Wellhead Protection Plan Amendment (Plan). The Plan identifies the locations of all wells owned by the City and used to provide the public water supply. Detailed information is included regarding which aquifer each well draws from, the surface area around the wells that could potentially introduce contaminants, and any source of contaminants that may be in that area. An important section of the Plan is an action list of goals and activities that should be avoided in the wellhead areas or which might be initiated as a means of proactive protection. He provided further comment on the Plan and recommended

approval.

Mayor Ryan reported he drove gasoline trucks for years and was pleased with the improvements that have been made to underground storage tanks. He thanked Barr Engineering for their work on this item.

Councilmember Hovland asked who regulated the drilling of new wells. Mr. Greer reported this is regulated by the Department of Health and the DNR.

Mayor Ryan opened the public hearing at 8:45 p.m.

There being no public input, Mayor Ryan closed the public hearing at 8:45 p.m.

Moved by Councilmember Jeppson, seconded by Mayor Ryan, that Resolution 17-185, "Wellhead Protection Plan Amendment," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

10. APPROVAL OF CONSENT AGENDA:

Councilmember Clark requested the removal of agenda item 10.2.

Councilmember King requested the removal of agenda item 10.3.

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

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

10.-1

SCHEDULE OF BILLS PAID

Attachments: [November 2017 Payroll Checks and Wire Transfers](#)
 [12/01/17 Bills Paid](#)
 [12/08/17 Bills Paid](#)

Approved

10.-4

SECOND READING

**AMENDING SEC. 62-33. - OBLIGATIONS OF THE
REFUSE GENERATORS AND SEC. 70-3. - CITY STREET
OR PUBLIC RIGHT-OF-WAY OBSTRUCTION**

Adopted

10.-5

SECOND READING

**ARTICLE VI. - PEDDLERS, SOLICITORS, AND
TRANSIENT MERCHANTS, DIVISION 2. - LICENSE**

Adopted

10.-2

SECOND READING

**AMENDING APPENDIX D - FEE SCHEDULE OF THE
MUNICIPAL CODE OF THE CITY OF BLAINE**

Attachments: [2018 Fee Schedule](#)

Councilmember Clark questioned what building requirements residents were supposed to follow for ramps. Planning and Community Development Director Schafer explained there were industry standards that the City followed.

Councilmember Clark stated he would like to see this item tabled until he has further clarification from staff. City Manager Arneson requested the Council approve this item as is and noted staff would report back with further information on the building requirements for ramps.

Councilmember King asked if the Council supported an increased rate for non-residents for the use of Lakeside Commons. He stated he supported this rate moving from \$5 to \$10.

Councilmember Clark recommended this issue be referred back to the Park Board.

Moved by Councilmember Clark, seconded by Councilmember Hovland, that Ordinance 17-2391, "Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Moved by Councilmember King, seconded by Councilmember Clark, to request the Park Board to review the daily rate for non-residents for Lakeside Commons Park and recommend the fee be increased from \$5 to \$10.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

10.-3

PUBLICATION OF THE TITLE AND SUMMARY OF ORDINANCE 17-2391 AMENDING APPENDIX D - FEE SCHEUDLE OF THE MUNICIPAL CODE OF THE CITY OF BLAINE

Councilmember King requested further information on the Contractor Verification Fee. City Manager Arneson reported State Statute allows cities to charge a \$5 contractor verification fee in order for the City to verify State permits and licenses for contractors.

Moved by Councilmember King, seconded by Councilmember Jeppson, that Resolution 17-186, "Publication of the Title and Summary of Ordinance 17-2391 Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine," be approved.

Motion adopted unanimously.

11. DEVELOPMENT BUSINESS

11.-1

GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR A NEW SNAP FITNESS TO BE LOCATED WITHIN THE VILLAGE DEVELOPMENT AT 4325 PHEASANT RIDGE DRIVE NE. WARREN OLSON AND DUSTIN

OLSON. (CASE FILE NO. 17-0056/LSJ)

Attachments: [Snap Fitness - Attachments.pdf](#)

Planning and Community Development Director Schafer stated the City Council approved a preliminary plat, rezoning, comprehensive plan amendment and conditional use permit for this project, Cardinal Court, on November 11, 2017. The 3.47-acre parcel will be subdivided into a total of 10 lots. The King of Glory Church will remain on the portion of the parcel that is west of 3rd Street (Lot 1, Block 2). The twinhomes will be constructed on the portion of the parcel that is east of 3rd Street, and each twinhome will be located on its own lot (Lots 1-8, Block 1). There is also one lot being platted east of 3rd Street that will act as the common lot for the twinhome development and it will contain the private street and landscaped areas (Lot 9, Block 1). Staff reported the final plat is consistent with the approved preliminary plat, Resolution No. 17-165.

Moved by Mayor Ryan, seconded by Councilmember Hovland, that Resolution No. 17-187, "Granting a Conditional Use Permit to Allow for a New Snap Fitness to be located within the Village Development at 4325 Pheasant Ridge Drive NE," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

11.-2

**GRANTING FINAL PLAT APPROVAL TO SUBDIVIDE
3.47 ACRES INTO 10 LOTS TO BE KNOWN AS
CARDINAL COURT AT 3RD STREET NE AND 101ST
AVENUE NE. TIMBER VALLEY DEVELOPMENT,
INC/KING OF GLORY LUTHERAN CHURCH. (CASE
FILE NO. 17-0039/LSJ)**

Attachments: [Cardinal Court - Final Plat Attachments.pdf](#)

Planning and Community Development Director Schafer stated the City Council approved a preliminary plat, rezoning, comprehensive plan amendment and conditional use permit for this project, Cardinal Court, on November 11, 2017. The 3.47-acre parcel will be subdivided into a total of 10 lots. The King of Glory Church will remain on the portion of the parcel that is west of 3rd Street (Lot 1, Block 2). The twinhomes will be constructed on the portion of the parcel that is east of 3rd Street, and each twinhome will be located on its own lot (Lots 1-8, Block 1). There is also one lot being platted east of 3rd Street that will act as the common lot for the twinhome development and it will contain the private street and landscaped areas (Lot 9, Block 1). Staff reported the final plat is consistent with the approved preliminary plat, Resolution No. 17-165.

Moved by Councilmember King, seconded by Mayor Ryan, that Resolution No.

17-188, "Granting Final Plat Approval to Subdivide 3.47 Acres into 10 Lots to be Known as Cardinal Court at 3rd Street NE and 101st Avenue NE," be approved.

Motion adopted 6-1 (Councilmember Swanson opposed).

Aye: 6 - Mayor Ryan, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Nay: 1 - Councilmember Swanson

12. ADMINISTRATION

12.-1

SECOND READING

**CODE AMENDMENT TO THE PERFORMANCE
STANDARDS (CHAPTER 33) TO ADD FREE STANDING
SOLAR 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. (17-0019/LSJ)**

Attachments: [Draft Code Amendment - Solar Panels.docx](#)

This item was postponed to a future workshop for further review.

Postponed

12.-2

SECOND READING

**APPROVING THE SALE OF 1.58 ACRES OF PROPERTY
GENERALLY LOCATED AT THE CORNER OF 108TH
LANE AND TOWN SQUARE DRIVE**

Attachments: [Purchase Agreement](#)

Economic Development Coordinator Thorvig stated staff has been working with a dentist currently located in the office building at the corner of Radisson Road and Town Square Drive about expanding his business to a new location. Ideally, he'd like to construct and own a new building in Blaine. Several sites were reviewed however he has strong interest in the City owned land next to his current building. A development proposal is included that would create a 1.58-acre parcel next to the existing office building. Site development would include 16,500 sf. of office space with 89 parking stalls. The building is designed to have mezzanine space over main level offices giving the building a more vertical appearance. The exterior material would match that of other buildings in the area. The dentist would take a portion of the building and lease the remaining to other local businesses. The

general terms of the real estate transaction were reviewed with the Council and staff recommended approval.

Councilmember Swanson asked if the funds from this purchase would be used to pay down the debt on City Hall. Finance Director Huss reported this would take place.

Moved by Councilmember Jeppson, seconded by Councilmember Garvais, that Ordinance 17-2378, "Approving the Sale of 1.58 Acres of Property Generally located at the Corner of 108th Lane and Town Square Drive," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Councilmember King requested Item 12.4 be reviewed and approved prior to Item 12.3.

12.-4

ADOPT 2018 CAPITAL EQUIPMENT BUDGET

Attachments: [2018 Capital Equipment Budget-Recommended](#)

Finance Director Huss stated Council has reviewed the proposed list of capital purchases for 2018 at the City Council Workshops of September 14 and November 9, 2017. Based on discussions from those meetings, the attached 2018 proposed Capital Budget is presented for Council's consideration and adoption. Total planned capital expenditures for 2018 are \$2.8 million, about \$685,000 more than the 2017 Budget. It has become customary of the Council to fund capital purchases with the use of unrestricted General Fund reserves when those reserves are available. Current projections indicate that available unrestricted reserves remaining at 2017 year-end will not fully fund all proposed capital purchases in 2018. The budget indicates the issuance of a capital certificate of indebtedness to fund the remainder. Staff also reviewed the five-year outlook for the Capital Equipment Fund. Projections indicate declining capital expenditures of roughly \$200,000 annually in the succeeding four years. Staff reviewed the Capital Equipment Budget in further detail with the Council and recommended approval.

Councilmember King commented on the purchases within the budget that were non-recurring, such as the voting booths and chiller for City Hall.

Moved by Councilmember King, seconded by Mayor Ryan, that Resolution 17-189, "Adopt 2018 Capital Equipment Budget," be approved.

Motion adopted 6-0-1 (Councilmember Clark absent for vote).

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Abstain: 1 - Councilmember Clark

12.-3

APPROVE 2018 FLEET PURCHASE

Police Chief/Safety Services Manager Podany stated with the adoption of the 2018 Capital Budget, Council appropriated funding for certain pieces of equipment in the Capital Equipment Plan. Pursuant to the City Charter, Sec. 6.05, staff is now requesting Council approval for the purchase of the vehicles. The actual purchase of the vehicles will be in 2018 and the vehicles will be purchased from various vendors using the State Cooperative Purchasing Program. Due to the ordering process for these vehicles and to avoid delivery dates late into the year it is necessary to make specific purchases as close to the beginning of the year as possible.

Moved by Councilmember Garvais, seconded by Councilmember Jeppson, that Motion 17-141, "Approve 2018 Fleet Purchase," be approved.

Motion adopted 6-0-1 (Councilmember Clark absent for vote).

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

Abstain: 1 - Councilmember Clark

12.-5

APPROVE 5-YEAR SUPPORT AND MAINTENANCE AGREEMENT WITH OPENGOV SYSTEMS

Attachments: [OpenGov, Blaine MN City of Agreement](#)

Finance Director Huss stated Council is asked to approve a Software and Maintenance Agreement with OpenGov, Inc. for support and maintenance of the OpenGov Financial Reporting and Analysis and Budget modules. OpenGov is a cloud-based performance management system that will provide Blaine with the tools to enhance its public and internal reporting capabilities. The product has been tested by Blaine staff and has proven to be cost effective and would enhance the efficiencies of the financial reporting and budgeting processes. The modules to be purchased will integrate with the City's Tyler New World financial system and allow easy access to Blaine staff and residents of current financial information. The agreement would run from January 1, 2018 through December 31, 2022. First year costs would include deployment of the software with the annual price locked for the remaining four years of the contract. The annual costs for coverage for the next five years was reviewed with the Council and staff recommended approval of the support and maintenance agreement.

Councilmember King stated he was not opposed to the agreement and thinks it is a great idea but, asked if this action should wait until the City had a person on staff to address communications. City Manager Arneson recommended the system be put in place prior to hiring for this position.

Moved by Councilmember Hovland, seconded by Councilmember King, that Motion 17-142, "Approve 5-Year Support and Maintenance Agreement with OpenGov Systems," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

12.-6

APPROVE 2018 WATER TREATMENT CHEMICAL BIDS

Public Works Director Haukaas stated staff received three bids this year for water treatment chemicals: DPC, Hawkins and Shannon Chemicals. DPC was the low bid for Sulfur Dioxide 1-ton cylinders at \$1,150.00 each for a total of \$17,250.00 for 15 cylinders. They also were low bid on Sulfur Dioxide #150 cylinders at \$130.00 each for a total of \$3,250.00 for 25 cylinders. Along with those, they were the low bid for Zinc Orthophosphate at \$4.71 per gallon with a total of 5500 gallons for a total of \$25,905.00.

Public Works Director Haukaas reported Hawkins was the low bid for Fluoride at \$2.21 per gallon with a total of 5,000 gallons for a total of \$11,050.00. Also, low bid for Chlorine 1-ton cylinders at \$463.90 each for a total of \$25,514.50 for 55 cylinders. They also were low bid for Chlorine #150 cylinders at \$81.50 each for a total of \$5,297.50 for 65 cylinders. They also were low bid for Polyphosphate at \$5.64 per gallon with a total of 2100 gallons for a total of \$11,844.00 and last, they were low bid on Sulfuric Acid 40% at \$4.82 per gallon with a total of 22,000 gallons for a total of \$106,040.00. Staff requested the Council approve the low bids.

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Motion 17-144, "Approve 2018 Water Treatment Chemical Bids," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

12.-7

APPROVING THE 2018 COMPENSATION PLAN

Attachments: [2018 Compensation Plan](#)

City Manager Arneson stated the proposed resolution provides for a mileage rate of 54.5 cents per mile, or until a new rate is established by the IRS. It was noted the Resolution approving the 2018 Compensation Plan provides for a 2.75% wage adjustment for non-union personnel. Staff provided further comment on the Compensation Plan and recommended approval.

Moved by Councilmember King, seconded by Councilmember Swanson, that Resolution 17-190, "Approving the 2018 Compensation Plan," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Clark, Councilmember King, Councilmember Hovland, Councilmember Garvais and Councilmember Jeppson

13. OTHER BUSINESS

Councilmember Clark reported the US Olympic curling trials were held at Fogerty Arena in Blaine.

Mayor Ryan wished the Council and staff a Merry Christmas and thanked everyone for a great year.

Discussed.

14. ADJOURNMENT

Moved by Councilmember Clark, seconded by Councilmember Jeppson, to adjourn the meeting at 9:10 p.m.