



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

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

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Monday, December 16, 2019

7:30 PM

Council Chambers

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**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 Michelle Wolfe; Community Development Director Erik Thorvig; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; Finance Director Joe Huss; Public Services Manager/Assistant City Manager Bob Therres; Water Resources Manager Rebecca Haug; City Attorney Patrick Sweeney; City Engineer Dan Schluender; Senior Engineering Technician Jason Sundeen; Budget/Fiscal Analyst Ward Brown; Communications Technician Roark Haver; Communications Coordinator Ben Hayle; Recreation Manager Nate Monahan; Acting Human Resources Director Sheri Chesness; and City Clerk Catherine Sorensen.

**Present:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

**Absent:** 1 - Councilmember Hovland

**4. APPROVAL OF MINUTES**

**4.-1**

**RECENTLY HELD MEETINGS**

**Attachments:**     [11-22-19 and 11-23-19 Workshop - Council Retreat](#)  
[12-02-19 Workshop Minutes](#)  
[12-02-19 Council Minutes](#)

**Moved by Councilmember Swanson, seconded by Councilmember Robertson, that the Minutes of Council Workshop Retreat Meeting of November 22 and 23, 2019, the Minutes of Workshop Meeting of December 2, 2019, and the Minutes of the Regular Meeting of December 2, 2019 be approved.**

**Motion adopted. Councilmember Garvais abstained on the November 22 and 23, 2019 Workshop Retreat meeting minutes due to his absence. Councilmember Jeppson abstained on the December 2, 2019 Workshop and Regular meeting minutes due to her absence.**

**Aye:** 4 - Mayor Ryan, Councilmember Swanson, Councilmember Robertson and Councilmember Paul

**Abstain:** 2 - Councilmember Jeppson and Councilmember Garvais

## 5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

None.

## 6. COMMUNICATIONS

Councilmember Swanson announced he will not be running for reelection in 2020.

Mayor Ryan thanked the SBM Fire Department for the Santa Parade that resulted in raising over 2,000 pounds of donated food for local food shelves.

Mayor Ryan thanked the Blaine Police Department and Target for sponsoring the Heroes and Helpers event. Safety Services Manager/Police Chief Podany stated this was the 10th Anniversary of the Heroes and Helpers event and explained over 60 kids were served this year. He thanked Target for their tremendous generosity and commented the event had over 70 public safety members in attendance from various agencies.

## 7. OPEN FORUM

Mayor Ryan opened the Open Forum at 7:38 p.m.

Jessica Rasmussen, Blaine resident, requested the Council consider adopting a no-sell retail pet ordinance. She encouraged only rescue pets be sold in Blaine and reported Blaine was the only city in the metro area still selling from pet mills. She commented this was an outdated model that should be corrected.

Mayor Ryan explained the pet store in Northtown Mall was one of the oldest businesses in the mall and said the owner operated a very good store that has been repeatedly targeted over the years.

Councilmember Jeppson stated she spoke with the Police Chief about these concerns and noted the Police Chief has been investigating all complaints. She reported to date, no complaints have been substantiated. She explained it was her understanding the animals sold at the Northtown Mall were treated very well.

Ms. Rasmussen encouraged the Council to have a conversation with her to further

discuss the retail pet ordinance in the City.

Mayor Ryan encouraged Ms. Rasmussen to speak with the pet shop owner at Northtown Mall in order to better understand the type of establishment she was running.

Karen Varian, 1817 121st Avenue NE, reported she was on the Natural Resources Conservation Board then read a letter from NRCB Member Kristin Genet in support of the Blaine Wetland Sanctuary restoration project.

Rob Cayden, Blaine resident that lives on the border of the Blaine Wetland Sanctuary, spoke to the Council regarding the managed support of the Blaine Wetland Sanctuary. He stated he supported a buffer being in place between the preserve and the adjacent homes.

Rob Doar, 11027 Terrace Road NE, spoke to the Council about the need for better transparency and information access with regard to the proposed 2020 budget. He thanked the Council for their discussion but encouraged the Council to consider the need to balance against growth.

Resident from Meadow Lane requested more information on the Blaine Wetland Sanctuary including the overall plan for trails.

Mayor Ryan reported the first phase would be to restore the property and noted the trail location would be addressed in the coming year.

Councilmember Jeppson encouraged the resident to contact her or Councilmember Robertson with any further questions or comments.

There being no input, Mayor Ryan closed the Open Forum at 8:07 p.m.

## 8. ADOPTION OF AGENDA

The agenda was adopted as presented.

## 9. APPROVAL OF CONSENT AGENDA:

Councilmember Robertson requested the removal of agenda item 9.2.

Mayor Ryan requested the removal of agenda item 9.4.

**Moved by Councilmember Jeppson, seconded by Councilmember Garvais, that the following be approved: Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

9.-1

**SCHEDULE OF BILLS PAID**

**Attachments:**    [November 2019 Payroll Checks and Wire Transfers](#)  
[11/29/19 Bills Paid](#)  
[12/06/19 Bills paid](#)

Approved

9.-3

**APPROVE OUTSTANDING 2020 ANNUAL LICENSE  
RENEWALS**

Approved

9.-5

**APPROVE OF FIRST AMENDMENT TO FACILITY  
MANAGEMENT AGREEMENT FOR FACILITY  
MANAGER SERVICES**

**Attachments:**    [Facility Mgmt Agreement 1st Amendment \(Limited Services\) -  
20191101](#)

Approved

9.-6

**RECEIVE PETITION AND ORDER PUBLIC HEARING  
FOR VACATION OF DRAINAGE AND UTILITY  
EASEMENT OF LOT 5, BLOCK 3, WICKLOW WOODS,  
VACATION NO. V19-09**

**Attachments:**    [Location Map](#)  
[House Sketch](#)  
[Petition](#)

Adopted

9.-2

**APPROVING THE 2020 COMPENSATION PLAN**

**Attachments:**     [2020 Compensation Plan](#)

Councilmember Robertson shared her surprise that this item was on the Consent Agenda then asked about Section 4 of the Compensation Plan and if an employee opted to not purchase benefits from the City would they receive contributions for an outside health care plan. Acting Human Resources Director Sheri Chesness reported an amount was set aside to pay the remaining balance of the cafeteria plan.

**Moved by Councilmember Paul, seconded by Mayor Ryan, that Motion 19-202, “Approving the 2020 Compensation Plan,” be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

9.-4

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

**Attachments:**     [2020 Fee Schedule-Draft](#)

Community Development Director Thorvig commented on three changes addressed within the proposed changes to the Fee Schedule that included plat extensions and development agreement releases then discussed how the proposed fees were set to cover staff time. He commented further on the escrow amount that would be set for new homes.

Mayor Ryan stated he would like the Council to address Code regarding houses being flipped and the length of time for completion.

**Moved by Councilmember Robertson, seconded by Councilmember Jeppson, that Ordinance 19-2441, “Amending Appendix D – Fee Schedule of the Municipal Code of the City of Blaine,” be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

**10.     7:30 P.M. - PUBLIC HEARING AND ITEMS PUBLISHED FOR A CERTAIN TIME**

10.-1

**ADOPT 2020 TAX LEVY**

Finance Director Huss stated Council conducted a public hearing for the proposed 2020 General Fund budget and proposed property tax levy on December 9.

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. The first item of action will be to adopt the 2020 tax levy. The resolution reflects the tax levy that Council directed be brought forth for consideration at the December 9, 2019 public hearing. In association with the resolution, Council will also adopt the 2020 General Fund Budget. This will be done under a separate resolution following the public hearing and adoption of the 2020 property tax levy.

Mayor Ryan opened the public hearing at 8:17 p.m.

There being no additional public input, Mayor Ryan closed the public hearing at 8:17 p.m.

Councilmember Robertson realized managing a City was a huge responsibility. She understood the City has needs and stated she was worried about how the tax levy would impact Blaine's residents. She indicated she wanted to be assured the City was spending where the City needed to and not where the City wanted to. She explained whiel adjustments were made to the budget she would have liked to have seen more and for this reason she would not be offering her support for the 2020 tax levy.

Mayor Ryan explained he cared about taxing the residents as well and reported the tax rate has been the same for the past three years. He indicated the Council has been trying to keep its tax rate low but noted the City was growing which meant growing expenses. He commented on all of the great work the Council was doing to fix the City's streets noting this came at a price. He believed the Council was doing the best it could for its residents.

**Moved by Councilmember Garvais, seconded by Councilmember Swanson, that Resolution 19-192, "Adopt 2020 Tax Levy," be approved.**

**Motion adopted 5-1 (Councilmember Robertson opposed).**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais and Councilmember Paul

**Nay:** 1 - Councilmember Robertson

## 10.-2

### **ADOPT THE 2020 GENERAL FUND BUDGET**

Mr. Huss stated Council conducted a public hearing for the proposed 2020 General Fund budget and proposed property tax levy on December 9. 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. The following resolution reflects the budget as discussed at the December 9 public

hearing. No adjustments have been made and the budget as presented herein is recommended for adoption.

Mayor Ryan thanked Mr. Huss and the finance department for their efforts on the 2020 budget.

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

There being no additional public input, Mayor Ryan closed the public hearing at 8:25 p.m.

**Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution 19-193, "Adopt the 2020 General Fund Budget," be approved.**

**Motion adopted 5-1 (Councilmember Jeppson opposed).**

**Aye:** 5 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais and Councilmember Paul

**Nay:** 1 - Councilmember Robertson

## 11. DEVELOPMENT BUSINESS

None.

## 12. ADMINISTRATION

### 12.-1

### SOUTHERN BLAINE WETLAND SANCTUARY RESTORATION PLAN

**Attachments:**     [Site 7 South Buffer Analysis](#)  
                              [South Blaine Wetland Sanctuary Tree Clearing Buckthorn](#)  
                              [Invasive Species Memo](#)  
                              [Southern Portion Properties and Buffer](#)

Water Resources Manager Haug stated staff is recommending approval of a Restoration Plan for the Southern Portion of the Blaine Wetland Sanctuary based on feedback received from the City Council at their December 9, 2019 Workshop. Upon approval, the contractor will start work as soon as weather permits. Heavy equipment work is planned to be completed by March 1, 2020 and all tree work is planned to be completed by March 1, 2021, weather permitting. Updates will be provided throughout the process to neighboring property owners and any other residents who have signed up for notifications through the City's website. At the December 9, 2019 City Council workshop, staff presented several plan options for the restoration work for the southern portion of the Blaine Wetland Sanctuary. All options include the preservation of native tree canopy species such as oak, American basswood, and black cherry trees. Since the state grant dollars are based

on an acreage amount restored, the options focused on allowing the maximum amount of grant dollars to be used.

Councilmember Robertson stated the consensus of the Council after the workshop meeting was to support Alternate 1 which would provide a buffer in Areas A, B and C. She noted the houses in this area were only about 50 feet from the wetlands sanctuary and for this reason the Council was willing to compromise on the size of the buffer area. She explained this would only add 800 feet of total additional managed buffer area. She indicated this was her neighborhood and believed her neighbors supported the restoration project, except for the proposed buffer location.

Councilmember Jeppson clarified that a buffer area was already proposed in Areas A, B and C, but noted the City Council was proposing to increase the size slightly. She believed this was a reasonable compromise and hoped the NRCB would support this compromise. Public Works Director Haukaas reported these managed buffer areas would be 100 feet deep and would have all buckthorn and woody/diseased trees removed. He noted less than two acres of the project would be altered through the proposed compromise.

Mayor Ryan stated he did not want to see the Council deadlocked on this issue and for this reason he would support the compromise. In addition, he did not want to see the City lose the three grants received for this restoration project.

Councilmember Robertson thanked the Council for hearing her and Councilmember Jeppson and said she appreciated the fact the Council could reach a compromise on this issue.

Mayor Ryan reported the trail locations had yet to be determined. Ms. Haug stated this was the case and explained staff would work to utilize the upland areas for the trails in through the wetland sanctuary.

Councilmember Robertson requested staff speak to the care that will be taken to ensure native trees would be preserved. Mr. Haukaas described the process that would be followed to mark and preserve native occurring trees such as oak, basswood and cherry trees.

Karen Thul, resident on Pheasant Run, asked questions regarding the land swap for access and encouraged the City to use as little herbicides as possible within the project area. She asked if reed canary grass would be used within the restoration area. Ms. Haug noted no reed canary grass would be planted. She commented further on the proposed land swap that would be completed. She commented on the small amount of herbicides that would be used for spot treatments within the



project area.

Carolyn Panning, NRCB member, thanked the Council and staff for the compromise and encouraged the public to attend the NRCB meetings and contact Great River Greening for more information on the Blaine Wetland Sanctuary.

Laura Cayden, resident, thanked Councilmember Jeppson and Councilmember Robertson for being responsive throughout this entire planning process.

**Moved by Councilmember Robertson, seconded by Councilmember Jeppson, that Resolution 19-194, "Southern Blaine Wetland Sanctuary Restoration Plan to include the acreage swap strip of land adjacent to Branch 3 in exchange for additional work in North Oaks West Park; and to include a 100 foot buffer in Areas A, B and C as designated on map and outlined in Alternate 1," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-2

### **APPROVE CHANGE ORDER #3 FOR MARY ANN YOUNG CENTER IN THE AMOUNT OF \$84,100**

**Attachments:** [Change Order](#)

Public Services Manager/Assistant City Manager Therres stated the construction contract for the Mary Ann Young Center included a \$190,500 contingency fund on the \$3,709,500 Contract, a contingency of 5.1%. During the construction process, staff encountered substantial soil correction issues \$96,300 that has taken most of the contingency amount. The Mary Ann Young Center project has since experienced other change orders that now exceed our contingency amount and thus the project needs to have Council approval for this last change order. Change Order #3 is for \$84,100, and includes code required electrical, access, and fire safety changes, additional window shades, security improvements and minor door and window adjustments throughout the Center. This brings the Contract Contingency amount to \$260,308 or 7.0% of the original contract. The Budget for the Mary Ann Young Center is \$5.4 million and this change order will bring our estimated total project cost to \$4,545,000, which is under our budgeted amount.

Mayor Ryan stated he was really proud of the new space and thanked all who were involved in building this new, beautiful facility. He commented a grand opening event was scheduled for February 20, 2020.

**Moved by Councilmember Swanson, seconded by Councilmember Jeppson, that Motion 19-205, "Approve Change Order #3 for Mary Ann Young Center in the Amount of \$84,100," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-3

## FIRST READING

### AMENDING CHAPTER 27 - PLANNING COMMISSION/BOARD OF APPEALS AND ADJUSTMENTS; CHAPTER 54 - PARKS AND RECREATION; AND CHAPTER 82 - TRAFFIC AND VEHICLES OF THE CITY OF BLAINE CODE OF ORDINANCES

**Attachments:** [COUNCIL POLICY - BOARD AND COMMISSION APPOINTMENTS](#)

City Clerk Sorensen stated each Board/Commission term and appointment process is outlined in different sections of City Code, with the exception of the Natural Resources Conservation Board which is outlined by Resolution. After workshop discussion, Council directed staff to bring forward proposed code amendments that removed the appointment process from City Code and create a Council policy that could be amended should Council wish to make changes to the appointment process again in the future. The policy outlines a path for serving outside designated Council wards in the event candidates are not identified within a ward and also includes a limit on the number of terms a boardmember or commissioner can serve unless Council wishes to extend: in the event a candidate cannot be identified from any ward a resident from outside that ward can be appointed to serve at large for one 2-year term upon consensus of a super majority of City Council.

Ms. Sorensen stated a Board Member/Commissioner can serve no more than three 2-year terms unless agreed upon by a consensus of the majority of the City Council.

**Declared by Mayor Ryan that Ordinance No. 19-2442, "Amending Chapter 27 – Planning Commission/ Board of Appeals and Adjustments; Chapter 54 – Parks and Recreation; and Chapter 82 – Traffic and Vehicles of the City of Blaine Code of Ordinances," be introduced and placed on file for second reading at the January 6, 2020 Council meeting.**

12.-4

## ADOPT 2020 CAPITAL EQUIPMENT BUDGET

**Attachments:** [2020 Capital budget write-up](#)

Mr. Huss stated Council has reviewed the proposed list of capital purchases for 2020 at the City Council Workshops of September 16 and October 14, 2019. Based on discussions from those meetings, the 2020 proposed Capital Budget is presented for Council's consideration and adoption. Total planned capital

expenditures for 2020 are \$2,577,805 million, about \$67,000 less than the 2019 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 2019 year-end will not fully fund all proposed capital purchases in 2020. The budget indicates the issuance of a capital certificate of indebtedness to fund the remainder if 2019 year-end unrestricted reserves do not prove adequate. Also presented herein is the five-year outlook for the Capital Equipment Fund. Projections indicate stable capital expenditures annually in the succeeding four years. Staff will be reviewing this projection more thoroughly in 2020 as part of its comprehensive capital and strategic planning initiative.

**Moved by Mayor Ryan, seconded by Councilmember Robertson, that Resolution 19-195, "Adopt 2020 Capital Equipment Budget," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-5

## **ADOPT 2020 FACILITIES MANAGEMENT FUND BUDGET**

**Attachments:**     [2020 Facilities budget summary](#)

Mr. Huss stated Council has reviewed the 2020 Facilities Management Budget at three previous Workshops - November 18, December 2, and December 9. At the November 18 Workshop Council had some questions regarding staffing and facilities management. Staff clarified those issues for Council at the December 2, 2019 workshop and, in addressing council's concerns, reduced the expenditure budget by \$50,840. To review with Council, the facilities managed under this fund include city hall and attached garages, public works and the public works cold storage facility, the police training facility and the Mary Ann Young Center. With the adjustments, operating expenditures in the 2020 proposed facilities budget are up 3.5% with the most notable change from 2019 being the additional space to be maintained in the new Mary Ann Young Center. Internal fees have likewise increased, but, again, most of the increase is due to the increased space to be maintained at the MAYC.

Mr. Huss explained proposed capital spending totals \$155,550 and includes \$50,000 for additional video security at the public works building as well as \$15,000 for masonry work at the public works cold storage facility. At city hall there is \$13,500 appropriated for exterior caulking work as well as \$26,400 for scheduled replacement of HVAC components. Also in the proposed budget is \$50,000 for sealcoating the public and police parking lots at city hall. While the 2020 budget maintains an adequate fund reserve heading into 2021, there are a

number of deferred capital expenses that will need to be addressed over the remaining four years of the five-year plan. Staff will be seeking council's direction to reprioritize the plan so as to maintain the fund's financial viability.

**Moved by Councilmember Robertson, seconded by Councilmember Jeppson, that Resolution 19-196, "Adopt 2020 Facilities Management Fund Budget," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

**12.-6****ADOPT 2020 STORM DRAINAGE UTILITY FUND  
BUDGET**

**Attachments:** [2020 Storm budget summary](#)

Mr. Huss stated the proposed 2020 Storm Drainage Utility Fund Budget was reviewed by Council at the December 2 Workshop. At that Workshop, staff presented Council with a proposed budget that included a fee increase of \$1.00/quarter (\$4.00/year) and no additional staffing requests. Based upon the discussion that took place at that Workshop, staff has brought forward for Council consideration the same budget that Council discussed on December 2. The proposed budget includes \$1,619,000 in operating revenue and \$1,903,940 in operating expenses. Five-year projections for the Storm Drainage Fund indicate declining operating deficits over the next five years as rate increases of \$4.00/year are implemented annually. The proposed budget also includes \$445,000 in capital projects and \$380,000 in equipment for 2020, and another \$2.4 million in capital projects budgeted for 2021 through 2024. Fund reserves would see declining balances bottoming out at \$500,000 by 2021, indicating that the need for additional fee increases beyond the five-year plan are reduced.

Councilmember Robertson stated she appreciated the fact staff included long-term projections for this fund.

Mayor Ryan anticipated the City would have to increase fees at some point to cover the expense to clean the City's stormwater ponds in the future.

**Moved by Councilmember Swanson, seconded by Councilmember Paul, that Resolution 19-197, "Adopt 2020 Sanitation Utility Fund Budget," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

**12.-7****ADOPT 2020 SANITATION UTILITY FUND BUDGET**

**Attachments:**     [Refuse Fund Narrative 2020 12-12](#)

Mr. Huss stated Council reviewed the proposed 2020 Sanitation Utility Fund Budget at the December 2, 2019 Workshop. At the workshop, Council provided direction to bring forward for adoption the budget as presented on that date. After significant upheaval in the fund's 2019 operations including adjusting for changes in the recycling market and a significant drop in disposal costs, the Sanitation Fund has settled into a more stable operating mode. While there is still some volatility in the recycling market, the level of unpredictability is much less than that of early 2019. However, based on operating losses incurred over the past two years, staff is recommending an increase in rates. The new rates were reviewed with the Council and recommended for approval.

**Moved by Councilmember Paul, seconded by Mayor Ryan, that Resolution 19-198, "Adopt 2020 Sanitation Utility Fund Budget," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-8

## **APPROVE 2020 PUBLIC WORKS CAPITAL EQUIPMENT PURCHASES**

Mr. Haukaas stated in the adoption of the 2020 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 listed below. All equipment has been listed in information provided to the City Council at previous budget discussion work sessions, and approval is contingent upon final adoption of the 2020 budget. All the equipment listed will be purchased through the State Cooperative Purchasing Program from various vendors. Contract pricing reflects actual dealer price changes since the budget was developed. In total, sufficient funding was appropriated in the Capital Equipment budgets for the selected equipment.

**Moved by Mayor Ryan, seconded by Councilmember Garvais, that Motion 19-206, "Approve 2020 Public Works Capital Equipment Purchases," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-9

## **APPROVE 2020 WATER TREATMENT CHEMICAL BIDS**

**Attachments:**     [2020 WTP Chemical Bids](#)

Mr. Haukaas stated staff received three bids for 2020 water treatment chemicals.

The companies who submitted were DPC Industries Inc., Hawkins Inc. and Shannon Chemicals. Hawkins was the low bidder for five (5) of the seven (7) water treatment plant chemicals this year. The chemicals are Chlorine, Polyphosphate, Zinc Orthophosphate, Sodium Hypochlorite, and Sulfuric acid. The total chemical bid from Hawkins for 2020 is \$173,953.00. DPC was the low bidder for two (2) of the seven (7) water treatment plant chemicals. The chemicals are Hydrofluorosilicic Acid and Sulfur Dioxide. The total chemical bid from DPC for 2020 is \$31,125.00. The total chemical bid for 2020 is \$205,078.00. This reflects a decrease of \$15,354.50 from the 2019 total chemical bid of \$220,432.50.

**Moved by Mayor Ryan, seconded by Councilmember Robertson, that Motion 19-207, "Approve 2020 Water Treatment Chemical Bids," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.  
-10

## 2020 FLEET PURCHASE

Safety Services Manager/Police Chief Podany stated in the adoption of the 2020 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 listed below. The actual purchase of the vehicles will be in 2020 and the vehicles will likely 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. The purchase of these vehicles is the first step in preparing them for use. The subsequent steps include the purchase and installation of the equipment. While the purchase of equipment and vehicle setup will occur at a later time, the entire cost of the vehicles is included in the 2020 budget appropriations. This request includes both the purchase of the vehicles and purchase of equipment, set-up and installation.

**Moved by Mayor Ryan, seconded by Councilmember Garvais, that Motion 19-208, "2020 Fleet Purchase," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.  
-11

## SQUAD VIDEO REPLACEMENT CAMERAS

Safety Services Manager/Police Chief Podany stated in the adoption of the 2020

Capital Budget, Council appropriated the funding for certain pieces of equipment in the Capital Equipment Plan. Pursuant to the City Charter, Sec. 6.05, staff is now requesting City Council approval for the actual purchase of new squad video cameras and systems so we may start the ordering process immediately. This is a 5-year contract with the state vendor with \$185,000 annually for the subsequent 4 years that will be added into the General Fund Budget.

**Moved by Councilmember Jeppson, seconded by Councilmember Paul, that Motion 19-209, "Squad Video Replacement Cameras," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

### 13. OTHER BUSINESS

Mayor Ryan shared his condolences with the Sweeney family after the passing of former City Attorney Sweeney. He explained Thomas Sweeney was the City Attorney for 35+ years and would be dearly missed by the community.

Mayor Ryan welcomed students from Centennial High School to the City Council meeting then wished all residents and staff happy holidays.

### 14. ADJOURNMENT

Adjourned at 9:21PM

**Moved by Councilmember Jeppson, seconded by Councilmember Robertson, to adjourn the meeting at 9:21 p.m.**

**Aye:** 6 - Mayor Ryan, Councilmember Swanson, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul