



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

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

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Thursday, January 17, 2019

7:30 PM

Council Chambers

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

The meeting was called to order at 7:42 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; Finance Director Joe Huss; Economic Development Coordinator Erik Thorvig; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Patrick Sweeney; City Engineer Dan Schluender; Communications Technician Roark Haver; Captain Matt Carlson; Communications Coordinator Ben Hayle; and City Clerk Catherine Sorensen.

**Present:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

**Absent:** 2 - Councilmember Swanson and Councilmember Garvais

**4. APPROVAL OF MINUTES**

**4.-1 RECENTLY HELD MEETINGS**

**Attachments:**    [12-20-18 Workshop Minutes](#)  
                          [12-20-18 Council Minutes](#)  
                          [01-03-19 Council Minutes](#)

**Moved by Councilmember Hovland, seconded by Mayor Ryan, that the Minutes of Workshop Meeting of December 20, 2018, the Minutes of the Regular Meeting of December 20, 2018, and the Minutes of the Regular Meeting of January 3, 2019 be approved.**

**Motion adopted. Councilmember Jeppson abstained on the December 20, 2019 Workshop and Regular meeting minutes due to her absence.**

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

**Abstain:** 1 - Councilmember Jeppson

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

**5.-1**

**APPOINTMENT OF LIAISONS TO VARIOUS BOARDS  
AND COMMISSIONS**

**Attachments:** [2019 Council Liaison Appts](#)

City Manager Arneson stated each year the City Council designates Council and/or staff liaisons to serve on various boards and commissions throughout the year. This item was postponed from the January 3 meeting in order to allow for review at a workshop; those changes were reviewed with the Council. Staff requested the Council appoint liaisons for 2019. No liaison appointments were made to the NRCB.

Mayor Ryan announced the following appointments for 2019 liaisons:

Mayor Pro Tem - Councilmember Hovland

EDA President Mayor Ryan, EDA Vice President Hovland

Senior Citizen Advisory Council - Mayor Ryan, Councilmembers Robertson and Swanson

Special Board of Review - Councilmembers Swanson, Jeppson, and Paul

Anoka County - Blaine Airport Advisory Committee Councilmember Garvais, City Manager Arneson

Anoka County Joint Law Enforcement Council - Mayor Ryan, Police Chief Podany

Fogerty Arena Board of Directors - Councilmember Robertson

North Metro Telecommunications Commission - Councilmembers Swanson; Garvais alternate

Coon Creek Watershed Board - Councilmembers Jeppson and Hovland

Rice Creek Watershed Board - Councilmember Paul

35W Corridor Coalition - Councilmember Swanson, City Manager Arneson, Garvais alternate

Twin Cities Gateway - Councilmember Jeppson

Anoka County Fire Protection - Mayor Ryan

North Trunk Hwy 65 Corridor Coalition - Mayor Ryan and Councilmember Robertson

Anoka/Hennepin Community Education Advisory Council - Councilmember Jeppson

National Sports Center Foundation - Mayor Ryan, Councilmember Garvais alternate

**Moved by Councilmember Jeppson, seconded by Councilmember Robertson, that Motion 19-25, "Appointment of Liaisons to Various Boards and Commissions," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

**6. COMMUNICATIONS**

Chris Hassling, Metro North Chamber, invited the City Council and local businesses to the Blaine Business Council meeting on Thursday, January 24th at 7:30 a.m. at the TPC.

Councilmember Jeppson thanked the Chamber for creating the opportunity for local businesses and residents to come together and encouraged staff and the City Council to attend the meeting.

Mr. Hassling thanked the Council and City staff for their support.

**Discussed.**

**7. OPEN FORUM FOR CITIZEN INPUT**

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

There being no input, Mayor Ryan closed the Open Forum at 7:50 p.m.

**8. ADOPTION OF AGENDA**

The agenda was adopted as presented.

**Adopted.**

**9. APPROVAL OF CONSENT AGENDA:**

Councilmember Jeppson requested the removal of agenda item 9.2.

Councilmember Hovland requested the removal of agenda item 9.3.

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

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

**9.-1**

**SCHEDULE OF BILLS PAID**

**Attachments:**     [December 2018 Payroll Checks and Wire Transfers](#)  
                              [12/21/18 Bills Paid](#)  
                              [12/19/18 Bills paid](#)  
                              [01/04/19 Bills Paid](#)

**Approved**

**9.-2**

**AUTHORIZE PURCHASE OF ROAD CHEMICALS FOR  
2019 IN AN AMOUNT UP TO \$260,280.00**

Councilmember Jeppson asked if this was how much the City spent on chemicals on a yearly basis. Public Works Director Haukaas reported this was roughly the amount but noted it did fluctuate annually. He stated the State's per ton price had increased in 2019.

**Moved by Councilmember Jeppson, seconded by Councilmember Robertson, that Motion 19-20, "Authorize Purchase of Road Chemicals for 2019 in an Amount up to \$260,280.00," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

**9.-3**

**APPROVE RENEWAL OF LEASE AGREEMENT WITH  
AT&T ON WATER TOWER AT 1100 PAUL PARKWAY,  
NE**

**Attachments:**     [10081826 - Memorandum of Lease - ATT Approved - 2019-1-8.docx](#)  
                              [10081826 - Third Amendment to Water Tower Lease Agmt - ATT  
Approved - 2019-1-8.docx](#)

Councilmember Hovland asked if there were any significant changes to the lease agreement with AT&T. Finance Director Huss commented on the minor change that was made to the agreement with regard to the amount AT&T would pay annually. He noted all other terms remained the same. He commented further on

how cell towers were moving to smaller towers in size and scale.

Councilmember Hovland questioned if there would be some point in the future where AT&T would no longer lease space on the water tower from the City. Mr. Huss reported AT&T was not the only company located on the water tower. He noted all major cell carriers were located on the water tower. He stated staff was not certain where technology would go but understood small cell towers may be the way the industry was headed in the next 10 years.

**Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution 19-06, "Approve Renewal of Lease Agreement with AT&T on Water Tower at 1100 Paul Parkway NE," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

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

**10.-1**

**VACATION OF DRAINAGE AND UTILITY EASEMENT  
FOR LOT 3, BLOCK 1, BLAINE'S NORTHERN ASPHALT  
VACATION NO. V18-10**

**Attachments:** [Petition for Vacation Blaines Northern Asphalt V18-10.pdf](#)  
[Location Map.pdf](#)

City Engineer Schluender stated a petition received November 26, 2018, was submitted to the City by Fernando Vega, property owner, requesting vacation of drainage and utility easements to allow for construction of a new building and parking lot. The applicant represents 100% of the affected property abutting this easement. The Engineering Department has reviewed this request and concurs with the vacation.

Mayor Ryan opened the public hearing at 7:56 p.m.

There being no public input, Mayor Ryan closed the public hearing at 7:56 p.m.

**Moved by Mayor Ryan, seconded by Councilmember Hovland, that Resolution 19-07, "Vacation of Drainage and Utility Easement for Lot 3, Block 1," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

**11. DEVELOPMENT BUSINESS**

None.

None.

## 12. ADMINISTRATION

### 12.-1

### RECEIVE PAY EQUITY REPORT

**Attachments:** [Pay Equity Data](#)

City Manager Arneson stated the Minnesota Legislature enacted Chapter 471.991-471.999 “Local Government Pay Equity Act” in 1984. This law requires each local government to analyze its pay structure for evidence of inequities, and to report this information to the Department of Management and Budget. As such, each political subdivision of the state is required to establish equitable compensation relationships between female-dominated, male-dominated, and balanced classes of employees to eliminate sex-based wage disparities in public employment. The Act further requires a job evaluation system meeting the specified statutory criteria be used to determine comparable work value of employee classes. The four tests that have to be met to achieve compliance were reviewed with the Council. The Act requires Blaine to submit pay equity data for the year ending 2018. In compliance with this act, the Implementation Report and Job Class Data Entry Report are submitted for your approval.

Councilmember Jeppson asked if there was a plan to increase the 87% compliance threshold. Mr. Arneson reported one of the requirements of this study was to follow the State classification system. He commented on how the City was meeting 2018 requirements through this study and would be completing another Pay Equity Report in three years as well as conducting a Compensation Study.

**Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Motion 19-21, “Receive Pay Equity Report,” be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

### 12.-2

### SECOND READING

### ARTICLE II. - CITY COUNCIL SEC. 2-33. - RULES OF ORDER AND PROCEDURE.

City Clerk Sorensen stated with new Councilmembers taking office in January, Council meeting days and times were discussed at several workshops in the event any changes were desired. After discussion on January 10, Council consensus was to begin workshops at 6:00 p.m., retain the 7:30 p.m. start time for regular Council meetings to allow more time for workshop discussions, and change the meeting day to Mondays. As the ordinance language is substantially different from the first reading held January 3, a new first reading will be necessary with second reading

and adoption on February 7. If adopted, the change would not occur until likely the first meeting in April to allow for legal publication and ample time to communicate the day change with the public. Staff is also recommending a minor housekeeping amendment deleting the requirement that Orders of Business are adopted by resolution as historically they are adopted each year by motion at the first meeting of the year.

Councilmember Robertson asked if staff was prepared to shift the meeting nights to Monday. Mr. Arneson reported there would be an adjustment period for staff but noted staff would be able to accommodate changing meeting dates to Mondays.

**Declared by Mayor Ryan that Ordinance No. 18-2422, "Article II. – City Council Sec. 2-33. – Rules of Order and Procedure," be introduced and placed on file for second reading at the February 7, 2019 Council meeting.**

12.-3

**AUTHORIZE INSTALLATION OF REGULATORY SIGNS  
AND IMPLEMENT TRAFFIC CALMING MEASURES ON  
121ST AVENUE AND JEFFERSON STREET FROM  
UNIVERSITY AVENUE TO 125TH AVENUE**

**Attachments:**     [Map - 121st & Jefferson](#)

Mr. Schluender stated at the December 4, 2018, Traffic Commission meeting, staff brought forward a directive by the City Council to review possible traffic calming measures and traffic control for the 121st Avenue and Jefferson Street neighborhood area. The Commission heard from several residents concerning stop signs, no parking, striping, sidewalks, school zone, and speed limit signage. Based on the citizen input and discussion the Traffic Commission made the following recommendations for Council consideration:

1. Install "Stop" sign at eastbound 122nd Avenue at Jefferson Street.
2. Install 4-way "Stop" signs on Jefferson Street at the new school access/Hy-Vee delivery drive.
3. No additional sidewalk on the east side of 121st Avenue or Jefferson Street.
4. Leave on street parking as is, no additional "No Parking" restriction.
5. Add crosswalk striping at the new 4-way Stop intersection on Jefferson Street at the new  
school access/ Hy-Vee delivery drive.
6. Install "School Zone" signage.
7. Install three (3) " 30 mph, Speed Limit" signs.
8. Review traffic control one (1) year after the opening of Jefferson Street to traffic.

Mr. Schluender reported installation of regulatory stop and yield signs require authorization by City Council. The regulatory signs proposed meet warrants established in the Minnesota Manual of Uniform Traffic Control Devices.

Intersections are reviewed for the type of regulatory sign to install. Stop signs are installed on street intersections with main through streets. At intersections where a full stop is not necessary at all times, consideration is given to the less restrictive measure of a yield sign.

Mayor Ryan suggested additional consideration be made with respect to the lighting on these streets. Mr. Schluender reported the power company was giving the City quotes for a lighting plan.

Councilmember Jeppson stated if this was the plan the neighborhood suggested then she would be offering her full support. She asked if there were sidewalk requirements for Jefferson Street for students to walk to school. Mr. Schluender commented there were no sidewalk requirements and explained a sidewalk would be brought down to the intersection.

Councilmember Jeppson questioned if the school district would be making a different entrance for busses. Mr. Schluender commented a bus-only access would be created by the school district. He noted this work would be completed in the spring.

Councilmember Jeppson inquired how much the signs would cost to install. Mr. Schluender discussed the signs that would be installed by the City and noted the remainder would be the responsibility of the Hy-Vee developer.

**Moved by Councilmember Hovland, seconded by Councilmember Jeppson, that Resolution 19-08, "Authorize Installation of Regulatory Signs and Implement Traffic Calming Measures on 121st Avenue and Jefferson Street from University Avenue to 125th Avenue," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

12.-4

## **AMENDING PUBLIC IMPROVEMENT SPECIAL ASSESSMENT POLICY**

**Attachments:**     [Special Assessment Policy - Ammended.pdf](#)

Mr. Haukaas stated in conjunction with the creation and implementation of the Pavement Management Program (PMP) in the fall of 2010, the City of Blaine made significant revisions to the Special Assessment Policy to create a workable assessment policy that was fair to all property owners while providing reasonable funding sources to sustain an ongoing PMP. Prior to these revisions, 100% of all street reconstruction project costs were assessed to benefitting properties and bituminous overlays were not assessed at all. After revising the Special Assessment Policy, the following assessment rates were adopted:

- Reduced the assessment rate to 35% for single family residential properties



on all reconstruction projects.

- Reduced the assessment rate to 50% for commercial/industrial/high density residential properties on all reconstruction projects.
- Established a flat rate assessment of \$500.00 per lot for single family residential and \$10.00 per front foot for commercial/industrial/high density residential properties for bituminous overlays. The rates were established for the 2011 construction year and then indexed annually for inflation.
- Established a 15-year assessment period for street improvement projects except for bituminous overlays which are assessed over a five-year period.

Mr. Schluender explained from 2011 to 2018, the PMP generally spent between \$1,000,000 and \$4,000,000 on yearly street rehabilitation projects. With more than half of the City streets being 20 years old or older, the amount of streets that will need costly rehabilitation is expected to rise dramatically in the coming years. If the Council desires to increase the PMP yearly projects to a level where an individual street will have some sort of rehabilitation done every 20 to 25 years it will require somewhere between 9 and 12 miles of streets to be rehabilitated per year at costs likely ranging from \$6,000,000 to \$10,000,000 per year. This level of funding, which could include a combination of both PMP funds and Municipal State Aid Funds, combined with the current assessment rates will pose some challenges to the City in future years.

Councilmember Jeppson stated she supported the 35% assessment rate versus 50%. She supported the Council moving forward with an increase that takes into account those that would be most impacted by the increase.

Mayor Ryan commented he would support the assessment rate going up to 40%. He explained he did not want to pass this debate on to a future City Council and stated the 40% rate was fair.

Councilmember Paul indicated he too would support a 40% assessment rate.

**Moved by Councilmember Jeppson, seconded by Councilmember Robertson, that Resolution 19-05, "Amending Public Improvement Special Assessment Policy, adjusting the assessment rate to 35% for single family residential properties for reconstruction projects, retain current commercial/industrial/high density residential assessment rates of 50%; and increase assessment period to 15 years," be approved.**

**Mayor Ryan requested a roll call vote:**

**Councilmember Hovland- aye  
Councilmember Jeppson- aye  
Councilmember Paul - nay  
Councilmember Robertson - aye  
Mayor Ryan - nay**

**Motion failed 3-2 as an affirmative vote of a majority of all members of the**

**Council shall be required for the passage of all ordinances and resolutions per City Charter (Councilmember Paul and Mayor Ryan opposed).**

**Aye:** 3 - Councilmember Hovland, Councilmember Jeppson and Councilmember Robertson

**Nay:** 2 - Mayor Ryan and Councilmember Paul

Mr. Arneson reported this item could be brought back to the City Council for consideration again at their Thursday, February 7th meeting.

12.-5

**AUTHORIZE THE MAYOR AND CITY MANAGER TO  
ENTER INTO A PROFESSIONAL SERVICES  
CONTRACT WITH BARR ENGINEERING FOR THE  
DESIGN OF HVAC UPGRADES TO WTP 1-3**

**Attachments:** [2018-12-10 Proposal Blaine WTP1-3 HVAC upgrades](#)

Mr. Haukaas stated during the course of related work on our water systems, the City requested Barr Engineering conduct a review of HVAC systems at our three existing Water Treatment Plants. Each plant has been experiencing significant corrosion due to inadequate ventilation and automated exhaust systems. Barr brought along KFI engineering as experts in facility infrastructure management to identify proposed improvements.

**Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Motion 19-22, "Authorize the Mayor and City Manager to Enter into a Professional Services Contract with Barr Engineering for the Design of HVAC Upgrades to WTP 1-3," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

12.-6

**AUTHORIZE THE MAYOR AND CITY MANAGER TO  
ENTER INTO A PROFESSIONAL SERVICES  
CONTRACT WITH DONAHUE ENGINEERING TO  
INVESTIGATE CORROSION ISSUES**

**Attachments:** [Donahue CP Investigation - Wells 3-4](#)

Mr. Haukaas stated Well No. 3 failed in the spring of 2018 requiring an emergency repair. Investigation of the adjacent Well No. 4 revealed similar corrosion issues and is currently being repaired. Staff is concerned that the corrosion may be a result of a galvanic reaction of the steel piping induced by the stray electrical currents from nearby utility lines in TH65 and US10. Water Tower 1 and Water Treatment Plant 1 are also located near these wells in Aquatore Park. Tower 1 was originally designed with a Cathodic Protection system but was later removed during a renovation project in the early 1990s. Galvanic corrosion is an electrochemical

process in which one metal corrodes preferentially (our steel pipes) when it is in electrical contact with another in the presence of an electrolyte. The other metal is the surrounding soils and protected gas pipelines in TH65 or US10. Flowing liquids can create an induced electrical current in the ground. The electrolyte is the groundwater. All four facilities are interconnected and may be affected by on-going corrosion. Staff discussed the scope of work that would be completed and recommended approval of the investigation.

Councilmember Hovland asked if the corrosion was occurring on the interior or exterior of the pipes. Mr. Haukaas indicated the corrosion was occurring on the exterior of the pipes and was working its way into the interior of the pipes. He noted the corrosion was coming from an exterior source and not from the City's water.

**Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Motion 19-23, "Authorize the Mayor and City Manager to Enter into a Professional Services Contract with Donahue Engineering to Investigate Corrosion Issues," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

## 12.-7

### **APPROVE 2019 CAPITAL EQUIPMENT PURCHASES IN THE AMOUNT OF \$450,452.78**

Mr. Haukaas stated staff is requesting Council approval for the purchase of the following capital equipment items budgeted and approved by the City Council in the 2019 Capital Equipment budgets. All the equipment listed will be purchased through the State Cooperative Purchasing Program from various vendors. In total, sufficient funding was appropriated in the Capital Equipment budgets for the selected equipment. This is the first approval of 2019 Public Works equipment. Additional final approvals of the remaining equipment budgeted will follow as final bids are received.

**Moved by Councilmember Hovland, seconded by Mayor Ryan, that Motion 19-24, "Approve 2019 Capital Equipment Purchases in the Amount of \$450,452.78," be approved.**

**Motion adopted unanimously.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul

## 13. OTHER BUSINESS

None.

None.

**14. ADJOURNMENT**

**Moved by Councilmember Jeppson, seconded by Councilmember Paul, to adjourn the meeting at 8:29 p.m.**

**Aye:** 5 - Mayor Ryan, Councilmember Hovland, Councilmember Jeppson, Councilmember Robertson and Councilmember Paul