



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

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

Thursday, November 17, 2016

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; City Attorney Patrick Sweeney; Planning and Community Development Director Bryan Schafer; Public Services Manager Bob Therres; Finance Director Joe Huss; Safety Services Manager/Police Chief Chris Olson; City Engineer Jean Keely; Communications Technician Roark Haver; Senior Engineering Technician Al Thorp; City Clerk Catherine Sorensen; and Recording Secretary Linda Dahlquist.

Present: 7 - Tom Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

4. APPROVAL OF MINUTES

4.-1 [MIN 16-37](#) RECENTLY HELD MEETINGS

Moved by Councilmember Swanson, seconded by Councilmember Hovland, that the Workshop Meeting Minutes of October 20, 2016; the Regular Meeting Minutes of October 20, 2016, the Workshop Meeting Minutes of November 3, 2016; and the Regular Meeting Minutes of November 3, 2016; be approved.

Motion adopted 3-0-4 (Councilmember Bourke and Councilmember King abstained from the Workshop Meeting Minutes and the Regular Meeting Minutes of October 20, 2016, due to their absence.). (Mayor Ryan and Councilmember Clark abstained from the Workshop Meeting Minutes and the Regular Meeting Minutes of November 3, 2016, due to their absence.).

Aye: 3 - Councilmember Swanson, Councilmember Herbst and Councilmember Hovland

Abstain: 4 - Mayor Ryan, Councilmember Bourke, Councilmember Clark and Councilmember King

5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

None.

6. COMMUNICATIONS

Mayor Ryan thanked Steve Guider for his work on the Veterans Day celebration at Blaine High School.

Mayor Ryan thanked staff for their work on the election.

Councilmember King recognized Davinci Academy for being named a Blue Ribbon School, one of five in Minnesota.

Mayor Ryan stated a grand opening will be held on December 8 for the new Cub Foods on University Avenue.

Councilmember Clark congratulations the Blaine Bengals and Spring Lake Park Panthers for making the football playoffs.

Informational; no action required.

7. OPEN FORUM FOR CITIZEN INPUT

Mayor Ryan opened the Open Forum at 7:40 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:41 p.m.

None.

8. ADOPTION OF AGENDA

Mayor Ryan stated Items 12.3 and 12.4 will be postponed to a future meeting.

Adopted as amended.

9. 8:00 P.M. - PUBLIC HEARING AND ITEMS SET FOR A CERTAIN TIME**9.-1 [RES 16-167](#) VACATION OF DRAINAGE AND UTILITY EASEMENT, EAST 34' OF LOT 1 AND ALL OF LOT 2, BLOCK 1, WALLACE WOODS, VACATION NO. V16-03**

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

City Engineer Keely stated a petition dated October 12, 2016, was submitted by Donald Krueger requesting vacation of the drainage and utility easements over portions of Lot 1 and Lot 2, Block 1, Wallace Woods. She stated this vacation request is to allow for the adjustment of a lot line previously

approved by Council. She stated the new easements will be dedicated along the new property line and the applicant represents 100% of the affected property abutting this easement.

Mayor Ryan closed the public hearing at 8:01 p.m.

Moved by Councilmember Herbst, seconded by Councilmember Clark, that Resolution 16-167, "Vacation of Drainage and Utility Easement, East 34' of Lot 1 and all of Lot 2, Block 1, Wallace Woods, Vacation No. V16-03," be approved:

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

10. APPROVAL OF CONSENT AGENDA:

Councilmember King requested the removal of agenda item 10.1 and 10.3.

Moved by Councilmember Herbst, seconded by Councilmember Bourke, that the following be approved:

Motion adopted unanimously.

10.-2 [MO 16-100](#)

APPROVE A TOBACCO AND TOBACCO PRODUCTS LICENSE AND AN OFF-SALE 3.2 MALT BEVERAGE LICENSE FOR CUB FOODS #1592, 10881 UNIVERSITY AVENUE NE

Approved

10.-1 [MO 16-099](#)

SCHEDULE OF BILLS PAID

Councilmember King asked about the payment to the City of Circle Pines. Finance Director Huss replied the payment are pass-through funds on the note that Circle Pines took out for the North Metro Television bonds that were used for improvements. He stated the City was paid \$140,000 from the Cable Commission and the funds are paid to Circle Pines to pay the debt.

Moved by Councilmember King, seconded by Councilmember Bourke, that Motion 16-099, "Schedule of Bills Paid," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

10.-3 [RES 16-168](#)

APPROVE LEASE AGREEMENT WITH T-MOBILE CENTRAL LLC ON TOWER NO. 1

Councilmember King asked about the tower lease agreement and where the funds go. Public Services Manager Therres replied the agreement is standard

and lease revenue will go to the General Fund.

Moved by Councilmember King, seconded by Councilmember Herbst, that Resolution 16-168, "Approve Lease Agreement with T-Mobile Central LLC on Tower No. 1," be approved.

Motion adopted unanimously.

11. DEVELOPMENT BUSINESS

None.

None.

12. ADMINISTRATION

12.-1 [MO 16-101](#)

CANVASS OF 2016 CITY GENERAL ELECTION

City Clerk Sorensen gave a summary of the 2016 City General Election results for the offices of Mayor, Councilmembers for Ward 1, Ward 2, and Ward 3, and the City's ballot question regarding a proposed Community Center. She stated the election canvass complies with the requirements set forth in the City Charter. She commented the City had 91% turn out which was the highest in Anoka County.

Mayor Ryan thanked staff and the Community Center Task Force for their work.

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Motion 16-101, "Canvass of 2016 City General Election," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

12.-2 [ORD 16-2367](#)

SECOND READING

AMENDING SECTION 74-81(g)(4)g OF THE MUNICIPAL CODE OF THE CITY OF BLAINE ESTABLISHING 2017 PARK DEDICATION FEES

Public Services Manager Therres stated the park dedication fees are adjusted on January 1 of each year and are updated separately from the annual fee schedule ordinance. He stated the adjustment is determined by the percent of increase in the fair market value of undeveloped land within the City and must not exceed a 10% increase. He stated the Park Board has recommended the Council increase park dedication fees of 10% residential, 0% commercial, and 10% industrial based.

Declared by Mayor Ryan that Ordinance 16-2367, "Amending Section 74-81(g)(4)g of the Municipal Code of the City of Blaine Establishing 2017 Park

Dedication Fees” be introduced and placed on file for second reading at the December 1, 2016, Council meeting.

- 12.-3 [RES 16-169](#) ACCEPT BID FROM DUNAWAY CONSTRUCTION IN THE AMOUNT OF \$247,414.00 FOR THE BLAINE WETLAND SANCTUARY SITE ACCESS AND PARKING LOT IMPROVEMENTS, IMPROVEMENT PROJECT NO. 14-09

Postponed to a future meeting.

- 12.-4 [RES 16-170](#) ACCEPT BID FROM PETERSON COMPANIES IN THE AMOUNT OF \$1,052,395.97 FOR THE BLAINE WETLAND SANCTUARY, PHASE 1 TRAIL, IMPROVEMENT PROJECT NO. 14-09

Postponed to a future meeting.

- 12.-5 [RES 16-171](#) APPROVE JOINT POWERS AGREEMENT WITH THE CITY OF LINO LAKES FOR STREET LIGHTING OF THE SUNSET AVENUE AND 109TH AVENUE/APOLLO DRIVE ROUNDABOUT, IMPROVEMENT PROJECT NO. 15-18

City Engineer Keely stated Anoka County constructed a roundabout on Sunset Avenue at 109th/Apollo Drive and County policy states that maintenance of street lights and cost of electrical power to the street lights is the sole obligation of the Cities in which the installations are located. She stated a joint powers agreement (JPA) between the City of Blaine and the City of Lino Lakes has been created to share the cost of electrical power to the street lights and maintenance of the street lights within the Sunset Avenue right-of-way.

Moved by Mayor Ryan, seconded by Councilmember Herbst, that Resolution 16-171, “Approve Joint Powers Agreement with the City of Lino Lakes for Street Lighting of the Sunset Avenue and 109th Avenue/Apollo Drive Roundabout, Improvement Project No. 15-18,” be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

- 12.-6 [RES 16-172](#) CERTIFY 2016 DELINQUENT UTILITY ACCOUNTS AND INVOICES TO ANOKA COUNTY

Finance Director Huss stated the Council annually certifies delinquent utilities and unpaid invoices for mowing, false alarms, and meter repairs to Anoka County for collection with the following year's property taxes. He stated notice has been sent to all affected property owners regarding their respective delinquent bills and if payment is not received before the deadline for remittance to the county, this resolution authorizes staff to certify the amount due to the Anoka County Auditor for collection with 2017 property taxes. He stated the certifications represent 803 properties, 780 with utility certifications; eight also have delinquent invoices other than utility bills, and

23 properties with delinquent invoices only. He noted that the cut-off date for determining delinquent accounts was the end of the second quarter.

Councilmember Hovland asked if the most recent utility bills are included in the delinquency. Finance Director Huss replied no, the cut off was June 2016.

Councilmember King asked when Anoka County will record the delinquencies. Finance Director Huss stated the County needs to record the delinquency in December.

Moved by Mayor Ryan, seconded by Councilmember Herbst, that Resolution 16-172, "Certify 2016 Delinquent Utility Accounts and Invoices to Anoka County," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

12.-7 [RES 16-173](#)

ADOPT THE 2017 WATER AND SEWER UTILITY ENTERPRISE FUND BUDGETS

Finance Director Huss gave an overview of the 2017 Water and Sewer Utility Enterprise Fund Budgets. He stated the Water Utility Fund's total budget is approximately 2% above the budget last year. He stated there will be no increase on rates or fees for 2017. He stated there will be a 2% increase in Water Access Charge for residential properties and commercial/industrial development to help fund capital infrastructure. He stated the Sewer Utility Fund includes a rate increase of \$1 per month.

Moved by Councilmember Herbst, seconded by Councilmember Hovland, that Resolution 16-173, "Adopt the 2017 Water and Sewer Utility Enterprise Fund Budgets," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

12.-8 [RES 16-174](#)

2016 BUDGET AMENDMENTS

Finance Director Huss gave an overview of the 2016 Budget Amendments. He stated the amended budget includes building permit fees, enhanced traffic enforcement, additional cafeteria benefits for staff, and year end appropriation of unrestricted general fund reserves from 2015.

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution 16-174, "2016 Budget Amendments," be approved.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

13. OTHER BUSINESS

Mayor Ryan stated in a Closed Session tonight the Council conducted an annual evaluation of the City Manager and approved a 3% raise retroactive to January 1, 2016.

Moved by Councilmember Hovland, seconded by Councilmember King, to approve the annual evaluation of the City Manager with a 3% pay increase retroactive to January 1, 2016.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

Moved by Councilmember Bourke, seconded by Councilmember Hovland, to grant City staff one half-day paid time off to use at the City Manager's discretion during the holiday season.

Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland

14. ADJOURNMENT

Moved by Councilmember Herbst, seconded by Councilmember Bourke, to adjourn the meeting at 8:05 p.m.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Bourke, Councilmember Herbst, Councilmember Clark, Councilmember King and Councilmember Hovland