

**UNAPPROVED**

CITY OF BLAINE  
ANOKA COUNTY, MINNESOTA  
CITY COUNCIL MEETING  
Monday, May 6, 2019

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

**CALL TO ORDER BY MAYOR RYAN**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Mayor Tom Ryan, Councilmembers Andy Garvais, Wes Hovland, Julie Jeppson, Richard Paul, Jess Robertson, and Dick Swanson.

**ABSENT:** None.

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; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Patrick Sweeney; City Engineer Dan Schluender; Senior Engineering Technician Al Thorp; Communications Technician Roark Haver; Project Coordinator Tom Scott; Captain Dan Pelkey; Fire Chief Charlie Smith; Communications Coordinator Ben Hayle; Community Standards Director Bob Fiske; and City Clerk Catherine Sorensen.

**APPROVAL OF MINUTES**

Workshop Meeting – April 15, 2019

Regular Meeting – April 15, 2019

Workshop Meeting – April 25, 2019

Moved by Councilmember Swanson, seconded by Councilmember Paul, that the Minutes of Workshop Meeting of April 15, 2019, the Minutes of the Regular Meeting of April 15, 2019, and the Minutes of Workshop Meeting of April 25, 2019 be approved.

Motion adopted. Councilmember Hovland abstained on the April 25, 2019 Workshop meeting minutes due to his absence.

## **AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**

### 5.1 Anoka County Library Presentation

Maggie Snow, Director of Anoka County Libraries, presented the Council with an update on the library system updates and reviewed statistics. She reported 1.5 million visits occurred in Anoka County libraries in 2018 and 2.3 million items were checked out. She discussed how libraries connect the community, provide public education and encourage youth.

Elizabeth Ripley, manager of the Johnsville Library, introduced herself to the Council and discussed the importance of early literacy. She commented on the Read to a Dog program and how this was helping early readers. She then discussed STEM events the library was hosting.

Stacy Hendering, manager of the Northtown Library, noted 10.2% of Blaine residents were foreign born. She commented on how important it was for all residents, families and children to know how to access free library resources and services. She reported 8% of Anoka County residents do not have internet access which was a service provided at all public libraries. She encouraged residents to visit their local library to take advantage of the programs, services and technological assistance that is provided.

Mayor Ryan thanked the librarians for their valuable presentation.

Councilmember Jeppson thanked Ms. Snow for all of her efforts to keep the Anoka County Libraries moving forward. She encouraged the public to visit the local libraries to take advantage of the great programming.

Councilmember Paul thanked Ms. Snow for making the libraries user friendly. He explained he used to visit the library often and stated he appreciated all of the librarians' efforts. He encouraged the library to consider offering scanning services.

### 5.2 Police Officer Swearing In Ceremony/Oaths of Office

Police Chief/Public Safety Manager Podany explained the City had six new Police Officers and welcomed each to the Blaine Police Department family. He introduced the new officers to the Council and reported all officers have successfully completed the Field Training Program and are currently on solo patrol. He stated it was an honor for him to have the following officers to be taking their Oath of Office:

Samantha Klimisch, Badge #207

Alex Moore, Badge #209

Valerie Zeman, Badge #211

Haley Larson, Badge #208

Matt Schlenker, Badge #210

Jake Green, Badge #212

City Clerk Sorensen administered the Oath of Office to Police Officer Green, Police Officer Klimisch, Police Officer Larson, Police Officer Moore, Police Officer Schlenker, and Police Officer Zeman. Badges were pinned on and a round of applause was offered by all in attendance.

## **COMMUNICATIONS**

Mayor Ryan thanked all who were involved in the Arrive Alive program.

Mayor Ryan introduced Adjunct Commission Member Drew Brown and thanked him for his service to the City of Blaine.

## **OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 8:11 p.m.

There being no input, Mayor Ryan closed the Open Forum at 8:11 p.m.

## **ADOPTION OF AGENDA**

The agenda was adopted as presented.

## **APPROVAL OF CONSENT AGENDA:**

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

9.1 Motion 19-91, Schedule of Bills Paid.

9.2 Motion 19-92, Approve a Tobacco Products License for Midwest Investments, LLC DBA Mini Mart #5, 9850 Polk Street NE.

9.3 Motion 19-93, Approve a Temporary On-Sale Intoxicating Liquor License for Sgt. John Rice VFW, 1374 109<sup>th</sup> Avenue NE, Blaine.

9.4 Motion 19-94, Authorize Temporary Removal of Parking Restrictions on 91<sup>st</sup> Avenue, 92<sup>nd</sup> Avenue, 92<sup>nd</sup> Lane and Baltimore Street to Accommodate Lettermen Sports Tent Sales on June 3-11 and July 29-August 6, 2019.

9.5 Motion 19-95, Approve 2019 Capital Equipment Purchases in the Amount of \$46,310.00.

9.6 Motion 19-96, Authorize Change Order No. 1 in the Amount of \$35,804.36 for Lift Station 10 Improvements for Additional Work Performed.

9.7 Motion 19-97, Approve Unbudgeted Trade In and Purchase of a Parks Mower.

Motion adopted unanimously.

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

None.

## **DEVELOPMENT BUSINESS**

11.1 Resolution No. 19-59, Granting a Waiver of Platting to Divide a 1.24 Acre Parcel into a 0.40 Acre and .084 Acre Parcel in an R-1B (Single Family) Zoning District located at 2827 107<sup>th</sup> Avenue NE. Troy Halverson. (Case File No. 19-0010/EES).

Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution No. 19-59, "Granting a Waiver of Platting to Divide a 1.24 Acre Parcel into a 0.40 Acre and .084 Acre Parcel in an R-1B (Single Family) Zoning District located at 2827 107<sup>th</sup> Avenue NE," be approved.

Planning and Community Development Director Schafer stated the current lot is 1.24 acres in size and is located at the corner of 107th Avenue and Coral Sea Street in the Sanctuary 8th Addition. The parcel was originally platted as two separate lots in 2006 which were later combined to accommodate placement of a fence around portions of both parcels, which were owned by the same person. There is an existing home on the eastern parcel that will remain. The original parcels were 0.42 acres and 0.82 acres, while the proposed lots will be 0.40 and .84 acres, due to the movement of the internal lot line four feet to the east. The plans submitted by the applicant depict relocation of the portion of the fence that crosses the proposed property line. Removal or relocation of the fence has been added as a recommended condition of approval.

Motion adopted unanimously.

11.2 First Reading – Ordinance No. 19-2425, Granting a Rezoning from B-2 (Community Commercial) to I-2 (Heavy Industrial) for Parcel A/West 33 Feet of Parcel B, and from I-2A (Heavy Industrial) to I-2 (Heavy Industrial) for Parcel C, located at 3760/3860 Flowerfield Road. Twin Cities Transport & Recovery (KKR Real Estate Holdings III, LLC). (Case File No. 18-0047/SLK).

Mr. Schafer requested the Council consider a rezoning for Twin Cities Transport & Recovery. He reviewed the proposal from the applicant noting Twin Cities Transport purchased Parcel C for an impound service. The business has now acquired Parcel 1A to the east for an expansion. He discussed the rezonings that were necessary to allow Twin Cities Transport to expand their business. He reported Parcel B's zoning (Commercial) would remain as is.

Councilmember Hovland questioned why Parcel 1A was shorter than the adjacent lots. Mr. Schafer reported there was a large pond to the rear of the lot.

Mayor Ryan asked if this business was doing the same amount of towing and the storage of vehicles as the previous owner. Pat McNeal, Twin Cities Transport & Recovery, reported this was the case. He commented some vehicles remain on site for longer periods of time if tied up in litigation.

Declared by Mayor Ryan that Ordinance No. 19-2425, "Granting a Rezoning from B-2 (Community Commercial) to I-2 (Heavy Industrial) for Parcel A/West 33 Feet of Parcel B, and from I-2A (Heavy Industrial) to I-2 (Heavy Industrial) for Parcel C, located at 3760/3860 Flowerfield Road," be introduced and placed on file for second reading at the May 20, 2019 Council meeting.

## **ADMINISTRATION**

12.1 Resolution 19-60, Approve 3M Open Security Plan Including Proposed Temporary Road Closures and Parking Restrictions.

Moved by Councilmember Jeppson, seconded by Councilmember Garvais, that Resolution 19-60, "Approve 3M Open Security Plan Including Proposed Temporary Road Closures and Parking Restrictions," be approved.

Community Standards Director Bob Fiske stated as part of the upcoming 3M Open at the TPC on July 1-7, 2019, Incident Command is requesting Council adopt a resolution that will address necessary security aspects of the tournament and authorize Command staff the ability to make changes as deemed necessary to ensure the event is safe for members, guests, neighborhood and the public. Staff will work closely with Anoka County, 3M Open staff, TPC, and other officials to ensure communication continues for the public,

particularly residents in the surrounding neighborhoods. He reviewed the dates and times for the upcoming 3M Open neighborhood meetings.

Motion adopted unanimously.

12.2 Motion 19-98, Approve Special Events License for the Zac Brown Concert in conjunction with the 3M Open at the National Sports Center, 1700 105<sup>th</sup> Avenue NE.

Moved by Councilmember Hovland, seconded by Councilmember Robertson, that Motion 19-98, “Approve Special Events License for the Zac Brown Concert in conjunction with the 3M Open at the National Sports Center, 1700 105<sup>th</sup> Avenue NE,” be approved.

Ms. Sorensen stated Lea Barron, applicant for Zac Brown Concert to be held in conjunction with the 3M Open, has filed an application for a Special Events License to hold an outdoor concert at the National Sports Center on Friday, July 5, 2019 from 8PM to 9:45PM with a 20-minute fireworks show to follow. Ms. Barron has deposited with the City a \$200 license fee, a \$250 deposit fee and will provide a current certificate of insurance with the City as additional insured prior to the event. The Special Event license is contingent on receiving food, beverage and alcohol service licenses that cover the date of the event. A background check for Ms. Barron has been completed by the Police Department and no problems or complaints are on file. It was noted approximately 16,000 spectators are expected to attend the event. The license will not be issued until all paperwork has been received.

Motion adopted unanimously.

12.3 Resolution 19-61, Approve Plans and Specifications and Order Advertisement for Bids for Jefferson Street Area Reconstructions, Improvement Project No. 18-17.

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution 19-61, “Approve Plans and Specifications and Order Advertisement for Bids for Jefferson Street Area Reconstructions,” be approved.

City Engineer Schluender stated the Public Hearing for the proposed improvement project was held on March 7, 2019, and the City Council ordered the preparation of plans and specifications. The construction project will reconstruct Jefferson Street from 119th Avenue to 104th Court and 104th Court from Jefferson Street to the cul de sac. Proposed improvements include installation of concrete curb and gutter and spot replacement of sidewalk, storm drainage improvements, spot sanitary service repair, raw water interconnect, spot water main repair, asphalt surface replacement, traffic control signage, and appurtenant construction.

Councilmember Paul asked if this was a patching project or a complete reconstruction of this roadway. Mr. Schluender reported all asphalt and gravel would be removed and replaced with new surface.

Motion adopted unanimously.

12.4 Resolution 19-62, Accept Bid from Park Construction Co. in the Amount of \$1,086,241.30 for the 2019 Street Reconstructions, Tournament Players Parkway, Improvement Project No. 19-07.

Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution 19-62, “Accept Bid from Park Construction Co. in the Amount of \$1,086,241.30 for the 2019 Street Reconstructions, Tournament Players Parkway,” be approved.

Mr. Schluender stated bids were received for Project No. 19-07. A total of 5 bids were received ranging from \$1,086,241.30 to \$1,260,293.05. The Engineer's estimate for construction and three lowest bids were discussed. He explained bids have been checked and tabulated, and it has been determined that Park Construction Co. of Minneapolis, Minnesota is the lowest bidder. The Engineering Department has worked with Park Construction Co. on previous contracts. Staff recommends the low bid be accepted and a contract entered into with Park Construction Co. City Council is also asked to approve a 10% contingency to bring the total project budget to \$1,194,865.00. The funding source for this project is assessments and the City Pavement Management Program fund, and there are sufficient funds to cover these costs.

Councilmember Robertson asked if staff had strict deadlines written into this contract. Mr. Schluender reported this had been done.

Motion adopted unanimously.

12.5 Resolution 19-63, Accept Bid from Hoffman & McNamara Co. in the Amount of \$228,834 for the 109<sup>th</sup> Avenue NE and Radisson Road NE Landscape Median, Improvement Project No. 18-19.

Moved by Councilmember Swanson, seconded by Councilmember Jeppson, that Resolution 19-63, "Accept Bid from Hoffman & McNamara Co. in the Amount of \$228,834 for the 109<sup>th</sup> Avenue NE and Radisson Road NE Landscape Median," be approved.

Public Works Director Haukaas stated bids were received for Project No. 18-19. A total of three bids were received ranging from \$228,834 to \$306,899. The Engineer's estimate for construction and the three lowest bidders were discussed. He explained bids have been checked and tabulated, and it has been determined that Hoffman & McNamara Co. of Hastings Minnesota is the lowest bidder. The Engineering Department has worked with Hoffman & McNamara Co. on previous contracts, specifically the landscaping for 105th Ave. Staff recommends the low bid be accepted and a contract entered into with Hoffman & McNamara Co. City Council is also asked to approve an additional \$20,000 for City maintenance staff to replace control boxes located along the project, plus a 10% contingency to bring the total project budget to \$307,000. The funding source for this project is the General Fund. Based on the project's original conceptual layout and cost estimates, Council appropriated \$215,000 for this project. Thus, a budget amendment appropriating \$92,000 from General Fund reserves to supplement the existing \$215,000 previously approved in the 2019 budget will need to be approved to cover the increased scope of the project.

Motion adopted unanimously.

12.6 Resolution 19-64, Accept Bid from Allied Blacktop Co. in the Amount of \$82,565.47 for the 2019 Seal Coat Program, Improvement Project No. 19-02.

Moved by Councilmember Garvais, seconded by Councilmember Robertson, that Resolution 19-64, "Accept Bid from Allied Blacktop Co. in the Amount of \$82,565.47 for the 2019 Seal Coat Program," be approved.

Mr. Schluender stated bids were received for Project No. 19-02. The engineer's estimate and two bids received were discussed. He explained bids have been checked and tabulated, and it has been determined that Allied Blacktop Co. of Maple Grove, Minnesota is the lowest bidder. The Engineering Department has worked with Allied Blacktop Co. on previous contracts. Staff recommends the low bid be accepted and a contract entered into with Allied Blacktop Co. City Council is also asked to approve a 10% contingency to bring the total project budget to \$90,822.02. The funding source for this project is the General Fund and there are sufficient funds to cover these costs.

Motion adopted unanimously.

12.7 Resolution 19-65, Accept Bid from Sir Lines-A-Lot in the Amount of \$83,831.12 for the 2019 Pavement Markings, Improvement Project No. 19-03.

Moved by Mayor Ryan, seconded by Councilmember Hovland, that Resolution 19-65, "Accept Bid from Sir Lines-A-Lot in the Amount of \$83,831.12 for the 2019 Pavement Markings," be approved.

Mr. Schluender stated bids were received for Project No. 19-03. A total of 2 bids were received ranging from \$83,831.12 to \$103,481.52. The two lowest bidders and Engineer's estimate were discussed. Bids have been checked and tabulated, and it has been determined that Sir Lines-A-Lot of Edina, Minnesota is the lowest bidder. The Engineering Department has worked with Sir Lines-A-Lot on previous contracts and recommends that the low bid be accepted and a contract entered into with Sir Lines-A-Lot. City Council is also asked to approve a 5% contingency to bring the total project budget to \$88,022.68. The funding source for this project is the General Fund and there are sufficient funds to cover these costs.

Motion adopted unanimously.

12.8 Resolution 19-66, Reject Bids for Water Treatment Plants 1-3 HVAC Improvements.

Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution 19-66, "Reject Bids for Water Treatment Plants 1-3 HVAC Improvements," be approved.

Mr. Haukaas stated bids were received for Project No. 19-10 which provided for HVAC improvements to our three existing Water Treatment Plants. Only one bid was received from EIM in the amount of \$241,000 versus the Engineer's estimate and budget of \$142,000. Due to the bid being substantially higher than the engineer estimate and not being competitive due the single submittal, it is recommended that the bid be rejected and the bid bond returned to the bidder. City Charter states that "Contracts shall be let to the lowest responsible bidder. The Council may, however, reject any and all bids."

Motion adopted unanimously.

12.9 Resolution 19-67, Authorize City Manager to Enter into a Master Partnership Contract with the State of Minnesota Department of Transportation.

Moved by Councilmember Garvais, seconded by Councilmember Swanson, that Resolution 19-67, "Authorize City Manager to Enter into a Master Partnership Contract with the State of Minnesota Department of Transportation," be approved.

Mr. Schluender stated the Master Partnership Contract provides a framework for MnDOT and local agencies to provide services and payment to each other. On past State Aid projects, the City has utilized testing services that MnDOT provides. While the City is not required to use MnDOT for testing services it is still prudent to have the agreement in place if needed. The reason this is coming before the Council is our current Master Partnership Contract with MnDOT has expired.

Motion adopted unanimously.

12.10 Motion 19-99, Authorize City Manager to Enter into an Agreement with Ames Construction for Use of Property on 85<sup>th</sup> Avenue and West 35W Service Drive.

Moved by Councilmember Swanson, seconded by Councilmember Robertson, that Motion 19-99, “Authorize City Manager to Enter into an Agreement with Ames Construction for Use of Property on 85<sup>th</sup> Avenue and West 35W Service Drive,” be approved.

Mr. Schluender stated Ames Construction, the prime contractor of the 35 W MNpass project, has approached staff concerning the potential to use the city property on 85<sup>th</sup> Avenue and the West 35W Service Drive. The contractor is proposing to use the site to store materials for the project such as, aggregate stockpiles, concrete barrier staging area, concrete pipe, manholes, light poles, rebar, and equipment. Please note, they are not proposing any crushing or batch plant operations. The use of the site would be limited to the east half of the property and not disturb the existing trees on the west half of the property. Once finished with their work they would restore the site to its original condition. The contractor would access the site directly from 35W. If an agreement can be made between the two parties, the contractor may start using the site as early as June 2019.

Councilmember Robertson questioned if the City would be collecting a fee for the use of this land. Mr. Schluender reported the City had not collected fees for the use of land in the past.

Motion adopted unanimously.

12.11 Motion 19-100, Authorize Mayor and City Manager to Enter into a Contract with RJM Construction for Construction Manager Services for City Hall Improvements.

Moved by Mayor Ryan, seconded by Councilmember Robertson, that Motion 19-100, “Authorize Mayor and City Manager to Enter into a Contract with RJM Construction for Construction Manager Services for City Hall Improvements,” be approved.

Public Services Manager/Assistant City Manager Therres stated the City is in the process of remodeling our City Hall/Police Offices and finishing the vacant third floor. Because of the complexity of staging these improvements while the offices are still open to the public, staff is looking to engage a Construction Manager to assist in the design, and management of these improvements. The use of a Construction Manager also helps in getting the best costs for the improvements. Staff had developed and advertised an RFP for Construction Manager Services and received six proposals. After review, ranking and interview staff is recommending to enter into a contract with RJM Construction to provide Construction Manager Services for the City Hall Improvements in the amount of \$183,672. RJM’s combination of relevant experience and price made them the top choice. RJM was the lowest cost proposal and is proposing to finish the project in a shorter time frame than several other proposals. Funding for these services will come from the \$4.2 million dollar total budget set for the City Hall Improvements.

Councilmember Paul questioned how long this project would take to complete. Mr. Therres noted the project would be completed in several phases. He discussed the complexity of the project given the fact City Hall would remain open to the public during the improvement project.

Motion adopted unanimously.

## **OTHER BUSINESS**

Mayor Ryan thanked the City’s Engineering Department for all of their efforts on the upcoming street improvement projects.



**ADJOURNMENT**

Moved by Councilmember Hovland, seconded by Councilmember Jeppson, to adjourn the meeting at 8:48 p.m.

ATTEST:

---

Tom Ryan, Mayor

---

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