

**UNAPPROVED**

CITY OF BLAINE  
ANOKA COUNTY, MINNESOTA  
CITY COUNCIL MEETING  
Thursday, March 2, 2017

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 TO THE FLAG**

**ROLL CALL**

**PRESENT:** Mayor Tom Ryan, Councilmembers Andy Garvais, Julie Jeppson, Jason King, and Dick Swanson.

**ABSENT:** Councilmember Dave Clark and Wes Hovland.

Quorum Present.

**ALSO PRESENT:** City Manager Clark Arneson; Planning and Community Development Director Bryan Schafer; Finance Director Joe Huss; Police Chief/Safety Services Manager Chris Olson; Police Captain Dan Szykalski; Public Services Manager Bob Therres; City Engineer Jean Keely; Community Standards Director Bob Fiske; Communications Technician Roark Haver; Senior Engineering Technician Al Thorp; and City Clerk Catherine Sorensen.

**APPROVAL OF MINUTES**

Workshop Meeting – February 9, 2017

Closed Workshop Meeting – February 16, 2017

Regular Meeting – February 16, 2017

Workshop Meeting – February 16, 2017

Moved by Councilmember King, seconded by Councilmember Jeppson, that the Minutes of the Workshop Meeting of February 9, 2017, the Minutes of the Closed Workshop Meeting of February 16, 2017, the Minutes of the Regular Meeting of February 16, 2017, and the Minutes of the Workshop Meeting of February 16, 2017, be approved.

Motion adopted. Councilmember Swanson abstained on the February 9, 2017 Workshop meeting minutes due to his absence.

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

Mayor Ryan welcomed individuals from Boy Scouts Troops #714 and #224.

## **COMMUNICATIONS**

Mayor Ryan welcomed Streamworks and Anytime Fitness to the City of Blaine.

Mayor Ryan provided the public with an update on 105<sup>th</sup> Avenue and noted he had testified on two separate accounts at the State legislature. He reviewed the traffic counts for Highway 65 and explained the State has approved a study to be completed on Highway 65 from 89<sup>th</sup> Avenue to 109<sup>th</sup> Avenue.

## **OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 7:41 p.m.

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

## **ADOPTION OF AGENDA**

The agenda was adopted as amended, postponing action on Item 10.2 to the March 16, 2017 City Council meeting.

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

None.

## **APPROVAL OF CONSENT AGENDA:**

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

10.1 Motion 17-28, Schedule of Bills Paid.

~~10.2 Motion 17-29, Approve Therapeutic Massage Enterprise License for Relaxing Minnesota, 398 Northtown Drive NE #D16, Blaine, MN 55434.~~

10.3 Motion 17-30, Approve Capital Software Purchase for Upgrade to Citywide Trak It Database System in the Amount of \$25,710.00.

10.4 Resolution 17-028, Receive Petition and Order Public Hearing for Vacation of Right-Of-Way in a Portion of Pheasant Ridge Drive NE as Platted in CSM Lexington Second Addition, Vacation No. V17-01.

Motion adopted unanimously.

## **DEVELOPMENT BUSINESS**

None.

## ADMINISTRATION

### 12.1 Motion 17-31, Accept Proposal from SEH to Update the City's Comprehensive Sanitary Sewer Plan, Improvement Project No. 17-06.

Moved by Mayor Ryan, seconded by Councilmember King, that Motion 17-31, "Accepting a Proposal from SEH to Update the City's Comprehensive Sanitary Sewer Plan and authorize the City Manager to enter into a contract for these services," be approved.

City Engineer Keely reported the City's Comprehensive Sanitary Sewer Plan is used to address the needs of the City in the areas of trunk sewer extensions, lift stations, force mains, and maintenance. The existing comprehensive plan was last updated in 2005. Since that time, considerable development has occurred and significant additions including several trunk lines, lift stations, and force mains have been added to the City's sanitary sewer system. In order to update the plan to reflect the additions to the sanitary sewer system and provide planning for the 2040 Comprehensive Plan and full buildout of the City, requests for proposals to update the Sanitary Sewer Plan were sent to four engineering firms.

City Engineer Keely explained staff is of the opinion that the proposal from SEH provides a highly skilled and experienced project team that has significant experience with Blaine's sanitary sewer system and brings with it a wealth of knowledge having prepared the last update in 2005. The City has worked with SEH in the past and on each project, they have demonstrated a high level of expertise and professionalism. This project is proposed to be funded from the city sewer utility fund and there are sufficient monies currently available.

Motion adopted unanimously.

### 12.2 Motion 17-32, Accept Proposal from Barr Engineering Company to Update the City's Water System Plan, Improvement Project No. 17-04.

Moved by Councilmember King, seconded by Councilmember Jeppson, that Motion 17-32, "Accepting a Proposal from Barr Engineering Company to Update the City's Water System Plan and authorize the City Manager to enter into a contract for these services," be approved.

City Engineer Keely stated the City's Water System Plan is used to address the needs of the City in the areas of water supply, treatment, storage and distribution. The existing plan was last updated in 2002. Since that time, considerable development has occurred and significant additions including three treatment plants and a water tower have been added to the City's water distribution system. In order to update the plan to reflect the additions to the water distribution system and provide planning for the 2040 Comprehensive Plan and full buildout of the City, requests for proposals to update the Water System Plan were sent to five engineering firms.

City Engineer Keely indicated Barr has demonstrated a high level of expertise, professionalism and communication that has helped the City complete projects in a timely manner and gain approvals from regulatory agencies as each step moved forward. The Engineering and Public Works Departments recommend that the City Council consider accepting the proposal from Barr Engineering Company as the additional cost is justifiable due to the value of their knowledge and experience with the Blaine water system.

Councilmember Jeppson asked if this RFP was sent out prior to January 8, 2017. City Engineer Keely reported this RFP was prepared in December of 2016 in preparation of the City's 2040 Comprehensive Plan.

Motion adopted unanimously.

12.3 Motion 17-33, Enter Into an Agreement with Barr Engineering to Review City's SCADA System.

Moved by Councilmember Garvais, seconded by Councilmember Jeppson, that Motion 17-33, "Entering Into an Agreement with Barr Engineering to Review City's SCADA System," be approved.

Public Services Manager Therres stated one of the action steps the City is taking to ensure the reliability and safety of our utility SCADA system is hiring an outside consultant to review and "audit" our existing system and to make recommendations for its improvement. The City has contacted Barr Engineering who is a recognized leader in designing water systems and the SCADA systems that operate them. Barr is also currently doing work for the City on a new Water Treatment Facility and four new wells. They are very familiar with our system and can provide results quickly. They are estimating the costs of this review to be \$25,000 - \$30,000.

Mayor Ryan requested staff provide the public a definition of the SCADA system. Public Services Manager Therres reported the SCADA system was the computer and technology system that operates the City's utility system and provides communication between the City's wells, lift stations and pumps.

Councilmember Jeppson asked if there were any negative implications for using Barr Engineering for the updates to the water and sewer improvement plans, in addition to reviewing the City's SCADA system. Public Services Manager Therres did not believe there was a conflict of interest by hiring Barr Engineering to complete each of these tasks. He reported Barr Engineering would be working with In Control to better integrate the SCADA system.

Motion adopted unanimously.

12.4 Resolution 17-029, Adopting the City of Blaine Wildlife Management Plan.

Moved by Councilmember Garvais, seconded by Councilmember Swanson, that Resolution 17-029, "Adopting the City of Blaine Wildlife Management Plan," be approved.

Police Captain Dan Szykulski stated at the December 15, 2016, Council workshop, staff presented information regarding the need for a City Wildlife Management Plan. Staff explained the purpose of the Wildlife Management Plan is to develop strategies for managing deer in the City of Blaine that addresses damage associated with deer while acknowledging and respecting the non-consumptive benefits and appreciation of wildlife presence within the City.

Captain Szykulski stated deer management goals identified in the plan will be revisited annually and are subject to approval by City Council. Based on current carrying capacity, staff is striving to limit the number of deer to 12 per square mile through multiple management tools to maintain the deer population at a sustainable level. Controlled archery hunts may be conducted when deemed both safe and appropriate. Sharpshooting and/or trapping may also be used in areas where recreational hunting or other control measures are not considered safe or appropriate. The City will continue to track the number of deer-vehicle collisions and citizen complaints concerning deer and will conduct winter deer aerial population surveys contingent on snow cover as we are relying upon a partnership with the Three Rivers Park District for the aerial survey.

Motion adopted unanimously.

12.5 First Reading - Ordinance 17-2374, Amending Chapter 14, Article V – Nondomesticated Animals, Adding Section 14-228, Intentional Feeding of Wild Animals.

Captain Szykulski stated at a December 2016 workshop, staff gave a presentation in regards to a wildlife management plan in controlling the deer population in the City of Blaine. In that presentation, a possible new ordinance was presented in regards to feeding of wild animals and it appeared to have council support at that time. Staff is now presenting the new ordinance for review and first reading.

Councilmember King clarified that residents could still have bird feeders, but that they had to be a sufficient height.

Declared by Mayor Ryan that Ordinance No. 17-2374, “Amending Chapter 14, Article V – Nondomesticated Animals, Adding Section 14-228, Intentional Feeding of Wild Animals,” be introduced and placed on file for second reading at the March 16, 2017 Council meeting.

12.6 Resolution 17-030, Certifying the City of Blaine’s Share of Indebtedness related to the City of Spring Lake Park’s \$1,090,000 General Obligation Equipment Certificates of Indebtedness, Series 2017A, the proceeds of which to be used by the Spring Lake Park Fire Department, Inc.

Moved by Councilmember Swanson, seconded by Mayor Ryan, that Resolution 17-030, “Certifying the City of Blaine’s Share of Indebtedness related to the City of Spring Lake Park’s \$1,090,000 General Obligation Equipment Certificates of Indebtedness, Series 2017A, the proceeds of which to be used by the Spring Lake Park Fire Department, Inc.,” be approved.

Finance Director Huss stated on February 2, 2017 the City Council approved the third supplement to the SBM Joint Powers Agreement which authorized the City of Spring Lake Park to issue General Obligation Equipment Certificates of Indebtedness, Series 2017A pursuant to Minnesota Statutes, Section 412.301 for the purchase of a “Quint” Ladder Truck as well as a Grass unit and a Staff vehicle.

Finance Director Huss reported on Tuesday, February 21, 2017, bids were received and Spring Lake Park's fiscal advisor, Northland Securities, provided a recommendation to accept the bid from United Bankers Bank for the purchase of the certificates. The amount to be issued is \$1,090,000. The certificates are payable over a six-year term at a true interest cost (TIC) of 1.67%. Pursuant to the JPA and the formula agreed to therein, Blaine is responsible for about 75% of debt. The certificates are rated AA by Standard and Poor's. As is the case with any debt issued by Blaine, the City pledges its full faith and credit and its taxing authority for repayment of the debt. In this case, because the certificates were issued through the City of Spring Lake Park, the following resolution contains both the City's full faith and credit pledge and its pledge to repay the City of Spring Lake Park for Blaine's share of the debt.

Mayor Ryan discussed the importance of this piece of equipment and noted the Quint was ordered from a local Minnesota company.

Motion adopted unanimously.

12.7 Motion 17-25, 2017 Boards and Commissions Mayoral Appointments.

Mayor Ryan thanked all of the Blaine residents that came in for interviews and were willing to serve on the City's Boards and Commissions. He then read aloud the individuals that would be appointed for 2017 as follows:

**Planning Commission**

Daphne Ponds, Daniel York and Maisa Olson

**Park Advisory**

Rex Markle, Prad Das and Tom Walsdorf

**Natural Resource Conservation Board**

Dottie McKinley, Sam Vilella, Christopher Perkins, Mary Jo Truchon, Steve Theisen and Kirsten Genet

**Traffic Commission**

Todd Haas, Terry Wold, Kevin Chmielewski, Khuram Mahmdi, Loren Hill, Chad Maschke and Nick Skarich

**Fire Board**

Harley Wells and Andy Westerberg

**Special Board of Review**

Randi Erickson, Patrick Grengs, Maisa Olson, Lynda Riley and Mary Wells

**Senior Advisory Council**

William Wilkes, Joanne C. Lero, Nellie Spexet, Martha Caouette, Jerry Schilling, Patricia L. Sandin, Shirley Knoll, James D. Grant, Rebecca Sales, Douglas Kurpiers, Kathryn Helmke, Stephen Steiner, Abdul Basit, and Sue Ouellette

**OTHER BUSINESS**

City Manager Arneson requested the Council make a motion to cancel the March 9, 2017 City Council workshop meeting.

Moved by Councilmember King, seconded by Councilmember Garvais, to cancel the March 9, 2017 City Council Workshop meeting.

Motion adopted unanimously.

**ADJOURNMENT**

Moved by Councilmember Garvais, seconded by Mayor Ryan, to adjourn the meeting at 8:04 p.m.

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Tom Ryan, Mayor

ATTEST:

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