

**UNAPPROVED**

**CITY OF BLAINE  
ANOKA COUNTY, MINNESOTA  
CITY COUNCIL MEETING  
Monday, June 3, 2019**

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

**CALL TO ORDER BY MAYOR RYAN**

The meeting was called to order at 7:35 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; 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; Communications Coordinator Ben Hayle; and City Clerk Catherine Sorensen.

**APPROVAL OF MINUTES**

Workshop Meeting – May 20, 2019

Regular Meeting – May 20, 2019

Moved by Councilmember Swanson, seconded by Councilmember Hovland, that the Minutes of Workshop Meeting of May 20, 2019, and the Minutes of the Regular Meeting of May 20, 2019 be approved.

Motion adopted.

**AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS**

5.1 Proclamation for Eagle Scout Reese Kneeland

Mayor Ryan read a proclamation in full for the record recognizing the accomplishments of Eagle Scout Reese Kneeland and thanked him for his unique chessboard project that is used at Lakeside Commons Park.

## **COMMUNICATIONS**

Councilmember Jeppson shared her congratulations to all graduating high school seniors and requested the community keep the family of the Spring Lake Park student who accidentally drowned over the weekend at Coon Lake in their thoughts and prayers.

## **OPEN FORUM FOR CITIZEN INPUT**

Mayor Ryan opened the Open Forum at 7:42 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:43 p.m.

## **ADOPTION OF AGENDA**

The agenda was adopted as amended postponing action on Item 10.3.

## **APPROVAL OF CONSENT AGENDA:**

Councilmember Hovland requested the removal of agenda item 10.4.

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

9.1 Motion 19-104, Schedule of Bills Paid.

9.2 Motion 19-105, Approve 2019-2020 Liquor License Renewals.

9.3 Resolution 19-78, Approve Temporary Road Closures for the Blaine Festival and Parade.

~~9.4 Motion 19-106, Notifying the League of Minnesota Cities Insurance Trust that Monetary Limits on Tort Liability is not Waived.~~

9.5 Motion 19-107, Award Contract for Upgrades to Lift Station NO. 2 and No. 19 to Electric Pump in the Amount of \$26,174.94.

9.6 Resolution 19-79, Receive Petition and Order Public Hearing for Vacation of Drainage and Utility Easement for Lot 2, Block 1, Shamrock Industrial Park, Vacation No. V19-02.

Motion adopted unanimously.

9.4 Motion 19-106, Notifying the League of Minnesota Cities Insurance Trust that Monetary Limits on Tort Liability is not Waived.

Councilmember Hovland requested further information on this item from staff. City Manager Arneson reported the League of Minnesota Cities is the City's insurance carrier and explained that annually the City Council is asked whether or not they wish to waive the tort liability limit for claims.

Moved by Councilmember Hovland, seconded by Councilmember Jeppson, that Motion 19-106, "Notifying the League of Minnesota Cities Insurance Trust that Monetary Limits on Tort Liability is not Waived," be approved.

Motion adopted unanimously.

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

#### 10.1 Motion 19-108, Public Hearing to Receive Input Regarding an Off-Sale Intoxicating Liquor License for Naples Wine and Spirits, LLC located at 3453 Lake Drive NE, Blaine, Minnesota.

City Clerk Sorensen stated a public hearing is required prior to the approval of an off-sale license in the City of Blaine. The applicant, Peter Jesh, owner of Naples Wine and Spirits, LLC, has submitted an off-sale intoxicating license application with all supporting documentation, liquor liability insurance, license fee of \$200 and \$500 background investigation fee for the responsible party, Jordan Gracey and himself. The Police Department is currently conducting a background investigation and the license is contingent upon a successful investigation. City Code requires a one-mile radius between off-sale intoxicating licenses. Peter Jesh has purchased Blaine Liquor at this location from owner Chad Moe and has entered into an agreement to purchase Blaine Liquor, including inventory, and will assume ownership immediately upon license approval. Blaine Liquor will not be renewing their 2019-2020 off-sale liquor license.

Mayor Ryan opened the public hearing at 7:49 p.m.

There being no additional public input, Mayor Ryan closed the public hearing at 7:50 p.m.

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Motion 19-108, "Approve an Off-Sale Intoxicating Liquor License for Naples Wine and Spirits, LLC located at 3453 Lake Drive NE, Blaine, Minnesota," be approved.

Motion adopted unanimously.

#### 10.2 First Reading – Ordinance 19-2427, An Ordinance Amending Chapter 6, Administration of City Affairs, Section 6.05, Purchases and Contracts, of the Charter of the City of Blaine.

Ms. Sorensen stated at the May 14, 2019, annual Charter Commission meeting, the Commission unanimously voted to approve increasing the expenditure limit for purchases and contracts by the City Manager from the current amount of \$20,000 to \$50,000 and directed staff to bring the item forward for public hearing and Council consideration as outlined in Statute. The proposed language was recommended after review of other cities' expenditure limits and purchases over \$20,000 since 2018 that required separate Council approval. The Commission noted purchases such as these were already approved by Council through the annual budget process and should fall under the approval of the City Manager without additional Council approval. This process would expedite the execution of contracts and purchases while still providing Council with oversight of the adopted City budget through review of schedule of bills paid. It was noted it would take the support of all seven Councilmembers in order to approve an Ordinance amending the City Charter.

Mayor Ryan opened the public hearing at 7:52 p.m.

There being no additional public input, Mayor Ryan closed the public hearing at 7:52 p.m.

Councilmember Hovland stated he did not believe the spending limits for the City Manager has been an issue up to this point and did not see a need to increase the spending limit.

Mayor Ryan commented the proposed amendment would make purchasing items in an emergency situation more convenient for the City Manager.

Councilmember Hovland indicated there may be value in the Council reviewing purchases prior to staff having the authority to make the purchase.

Councilmember Jeppson stated if items were already in the budget she did not see it being necessary to approve the item a second time. However, she said she did support the Council reviewing a non-approved budgeted item.

Councilmember Hovland questioned how the Council differentiated between the two types of purchases.

Further discussion ensued regarding budgeted and non-budgeted expenditures and how these should be managed by staff and the City Council.

Councilmember Swanson stated he supported staff being allowed to make these purchases if budgeted given the fact Blaine was becoming a larger city. He said he did not see why the Council had to approve an already-budgeted line item for a second time through a separate Council action but would like to see a report from staff as to which items were purchased on a monthly basis.

Mayor Ryan reported the Charter Commission recommended the expenditure limit be raised to \$50,000.

Councilmember Hovland stated he would like to see more oversight in place for these expenditures and that the Council be notified in some manner more than a line item.

Councilmember Paul explained he supported the increased spending limit with staff providing the Council with a report on expenditures after the fact.

Councilmember Robertson indicated she supported increasing the spending limit but supported amending the language slightly to address the concerns that have been raised by the Council.

Councilmember Hovland commented on the need for a high level of accountability for City finances.

Councilmember Swanson supported this item coming back to the Council at a future workshop meeting for further discussion.

Councilmember Jeppson asked if the City's AAA bond rating took into consideration the City's financial process and procedures. Finance Director Huss reported this was taken into consideration, along with the City's overall financial management. He commented further on the proposed Charter amendment and noted this would not change the City's budgeting process. He explained if the Council did not support the proposed Charter amendment the recommendation could go forward to a referendum.

Ms. Sorensen inquired if the Council would support first reading this evening with second reading scheduled for June 17<sup>th</sup> and workshop prior to answer Council's questions.

Councilmember Swanson requested further information on the Charter amendment timeline. Ms. Sorensen reviewed the timeline for the proposed Charter amendment, noting this was dictated by State Statute.

The Council supported tabling action on the First Reading of Ordinance No. 19-2427.

Moved by Councilmember Swanson, seconded by Councilmember Hovland, to tabled action on the First Reading of Ordinance No. 19-2427 to a future Council workshop meeting.

Motion adopted unanimously.

Ms. Sorensen stated after discussion with the City Attorney and based on the Council's July calendar with only one meeting staff was recommending the Council withdraw the motion to table and hold first reading in order to meet the prescribed timetable outlined by Statute. She said staff would schedule this item for further discussion at the June 10 workshop with second reading and consideration on June 17.

Moved by Councilmember Swanson, seconded by Councilmember Hovland, to remove this item from the table.

Motion adopted unanimously.

Declared by Mayor Ryan that Ordinance No. 19-2427, "An Ordinance Amending Chapter 6, Administration of City Affairs, Section 6.05, Purchases and Contracts, of the Charter of the City of Blaine," be introduced and placed on file for second reading at the June 17, 2019, Council meeting.

10.3 First Reading – Ordinance 19-2428, An Ordinance Amending Chapter 12, Miscellaneous and Transitory Provisions, Section 12.05 Sales of Real Property of the City Charter of the City of Blaine.

This item was removed from the agenda.

## **DEVELOPMENT BUSINESS**

11.1 Resolution No. 19-80, Granting a Conditional Use Permit to Allow for the Operation of a 1,500 Square Foot Workout Studio (Recreation Use) in a Multi-Tenant Retail Building at 10450 Baltimore Street. Pure Barre (Case File No. 19-0029/SLK).

Moved by Councilmember Swanson, seconded by Councilmember Jeppson, that Resolution No. 19-80, "Granting a Conditional Use Permit to Allow for the Operation of a 1,500 Square Foot Workout Studio (Recreation Use) in a Multi-Tenant Retail Building at 10450 Baltimore Street," be approved.

Planning and Community Development Director Schafer stated there is an existing multi-tenant building at 10450 Baltimore Street that is currently home to Chipotle, Massage Envy, Let's Dish, Bella Nails, and Washburn McGreavy. At this time the applicant is requesting the approval of a conditional use permit to allow for a Pure Barre workout studio in one of the vacant tenant spaces in this building. The City considers such studios to fall under the use of amusement and recreation and requires a conditional use permit according to the PBD (Planned Business District) zoning district requirements. There will be no site changes associated with this use. All site improvements on this site are current. According to the parking study provided and peak usage times, staff believes the parking provided is sufficient for this use. Pure Barre is a total workout that utilizes a ballet barre to perform small, isometric movements to burn fat and sculpt muscles. Classes will be Monday through Friday with an average of seven classes per day. The hours of operation would generally be 5am to approximately 8pm. The largest classes are during the morning hours when parking is more available. Weekends will generally have 4 classes on Saturday and Sunday mornings. Classes will consist of 10-12 students.

Motion adopted unanimously.

11.2 Resolution No. 19-81, Granting a Conditional Use Permit to Operate an Auto Repair, Detailing and Tuning Business in an I-1 (Light Industrial) Zoning District located at 1550 91<sup>st</sup> Avenue NE. (Moh's Performance Motorsport). (Case File No. 19-0013/EES).

Moved by Mayor Ryan, seconded by Councilmember Swanson, that Resolution No. 19-81, "Granting a Conditional Use Permit to Operate an Auto Repair, Detailing and Tuning Business in an I-1 (Light Industrial) Zoning District located at 1550 91<sup>st</sup> Avenue NE," be approved.

Mr. Schafer stated Moh's Performance Motorsport has requested approval of a Conditional Use Permit (CUP) to allow auto repair, detailing, and tuning in an I-1 (Light Industrial) zoning district. Service of passenger vehicles is a conditional use in the I-1 zoning district. The applicant's business will focus on aftermarket performance tune-ups and fuel injector services, not general mechanical repair, however some mechanical repair may occur. The primary concern with this type of use is parking and outside storage. The applicant is not requesting approval of outside storage of vehicles. There is storage for five vehicles within the building, and the three front spaces allocated to the business will be used for walk-in customers only. The applicant plans to have two people working at the business, including the owner and they will use the parking behind the building.

Motion adopted unanimously.

11.3 Resolution No. 19-82, Granting a Conditional Use Permit Amendment to Allow Construction of a New Grounds/Storage Building, Ice Arena Addition and Remodel, Addition to Link the West and East High School, Reconstruction of Parking/Bus Drop Lot and Additional Parking Stalls on the North (Central) Parking Lot in an R-1 (Single Family) Zoning District located at 4707 North Road. (Centennial Independent School District #12). (Case File No. 19-0015/SLK).

Moved by Councilmember Hovland, seconded by Mayor Ryan, that Resolution No. 19-82, "Granting a Conditional Use Permit Amendment to Allow Construction of a New Grounds/Storage Building, Ice Arena Addition and Remodel, Addition to Link the West and East High School, Reconstruction of Parking/Bus Drop Lot and Additional Parking Stalls on the North (Central) Parking Lot in an R-1 (Single Family) Zoning District located at 4707 North Road," be approved.

Mr. Schafer stated Centennial School has a large campus containing an elementary school, middle school and high school (in two buildings) as well as athletic fields, ice arena and performing art center. They are proposing several changes to their site plan to add or modify the following elements:

- Addition and renovation to the existing ice arena. This would include a new entrance on the north side of the building and other interior renovations including rink size and required coolant changeover.
- A new grounds building and salt storage building. A new 9,248 square foot building would be constructed for storing equipment and vehicles.
- An addition to link the west and east high schools will be constructed. This would include the new enclosed walkway linkage and additional classrooms.
- The parking/bus drop off on the south side of the site will be re-configured to accommodate the new high school link addition.
- Additional 37 parking stalls will be added in the existing parking lot off of 103<sup>rd</sup> Lane.

Staff noted the work on site is planned to take place over the next two years.

Mayor Ryan thanked the school district for meeting with the neighbors and addressing the speed concerns then requested further information regarding drainage concerns. City Engineer Schluender explained an underground system would be created on the campus to address any drainage concerns.

Councilmember Robertson thanked staff for working with the school district to address neighborhood concerns regarding the project.

Councilmember Paul asked how the school would solve the problems with the residents living around the school. Mr. Schluender stated it was his understanding the main concern between the neighborhood and the school was the traffic being generated at the end of the school day. He noted the school was working with the students to ensure they leave the site in a safe and orderly manner.

Motion adopted unanimously.

11.4 Resolution No. 19-83, Granting Preliminary Plat Approval to Subdivide a 3.61 Acre Parcel into Seven Single Family Lots to be known as Elizabeth Marie Estates located at 2791 93<sup>rd</sup> Avenue NE. (Paul Hennum). (Case File No. 19-0017/EES).

Moved by Councilmember Swanson, seconded by Councilmember Robertson, that Resolution No. 19-83, "Granting Preliminary Plat Approval to Subdivide a 3.61 Acre Parcel into Seven Single Family Lots to be known as Elizabeth Marie Estates located at 2791 93<sup>rd</sup> Avenue NE," be approved.

Mr. Schafer stated the proposed plat contains seven single family lots and will be known as Elizabeth Marie Estates. The property is zoned R-1 and is located on the northwest corner of Bataan Street NE and 93<sup>rd</sup> Avenue NE. All of the lot sizes exceed the minimum lot size of 10,000 square feet. The lot sizes range from 12,883 to 33,304 square feet. All lots also meet the required 80-foot width and 125-foot depth. The larger lots include a large amount of wetland or stormwater infrastructure. No wetland impacts are proposed. One ten-foot wide outlot is proposed along the existing western lot line and is planned to be sold to the adjacent property owner. Staff reviewed the grading plan in detail with the Council and recommended approval of the Preliminary Plat.

Motion adopted unanimously.

11.5 Resolution No. 19-84, Granting Preliminary Plat Approval to Subdivide a 0.97 Acre Parcel into Three Single Family Lots to be known as Hennum Meadows 2<sup>nd</sup> Addition. (Daniel Hennum). (Case File No. 19-0016/SLK).

Moved by Mayor Ryan, seconded by Councilmember Paul, that Resolution No. 19-84, "Granting Preliminary Plat Approval to Subdivide a 0.97 Acre Parcel into Three Single Family Lots to be known as Hennum Meadows 2<sup>nd</sup> Addition," be approved.

Mr. Schafer stated the proposed plat contains 3 single family lots and will be known as Hennum Meadows 2nd Addition. The existing home on Lot 1 will remain however there are two detached accessory structures on Lots 2 and 3 that will be required to be removed prior to the plat being recorded with Anoka County. All of the lot sizes exceed the minimum lot size requirement of the R-1 zoning district, which is 10,000 square feet. The lot sizes range from 10,914 square feet to 19,382 square feet. The plat will be graded so as to preserve as many trees as possible on these lots. He noted a change was made to the language within Condition 8.

Motion adopted unanimously.

11.6 First Reading – Ordinance No. 19-2426, Granting a Rezoning from FR (Farm Residential) to DF (Development Flex) for Approximately 5.25 Acres located at 116<sup>th</sup> Avenue NE and Ulysses Street NE, Arroyo Villas. (Ranger Development). (Case File No. 19-0019).

Mr. Schafer requested the Council hold first reading for an ordinance that would rezone 5.25 acres to be known as Arroyo Villas located at 116<sup>th</sup> Avenue NE and Ulysses Street from FR (Farm Residential) to DF (Development Flex). He explained the developer was proposing to construct 22 detached townhomes on a private street within an association.

Councilmember Hovland asked if the concerns raised at the Planning Commission meeting were addressed. Mr. Schafer stated he would review this further at the preliminary plat phase.

Declared by Mayor Ryan that Ordinance No. 19-2426, “Granting a Rezoning from FR (Farm Residential) to DF (Development Flex) for Approximately 5.25 Acres located at 116<sup>th</sup> Avenue NE and Ulysses Street NE,” be introduced and placed on file for second reading at the June 17, 2019 Council meeting.

## **ADMINISTRATION**

12.1 Resolution 19-85, Wetland Credit Sale for Water Treatment Plant No. 4.

Moved by Councilmember Hovland, seconded by Councilmember Robertson, that Resolution 19-85, “Wetland Credit Sale for Water Treatment Plant No. 4,” be approved.

Mr. Schluender stated the City’s construction of Water Treatment Plant No. 4 requires impacts to wetlands. The City is required to purchase 1.29 acres of Type 2 wetland credits. The City will be utilizing its wetland bank to mitigate for the wetland impacts. The sale price will be \$2 per square foot or in this case \$112,384.80 along with the associated fees of \$2,959.26 for a total of \$115,344.06. The funding source for the purchase will be through the Water Utility Funds. The City’s wetland bank has just over 12 acres currently available with an additional 12 acres slated to be approved in the next few months.

Motion adopted unanimously.

12.2 Resolution 19-86, Approve an Amendment to the Contract for Design and Construction Oversight of Water Treatment Plant No. 4, Improvement Project No. 19-11 with Barr Engineering/Bolton & Menk, Inc.

Moved by Councilmember Hovland, seconded by Councilmember Jeppson, that Resolution 19-86, “Approve an Amendment to the Contract for Design and Construction Oversight of Water Treatment Plant No. 4, Improvement Project No. 19-11 with Barr Engineering/Bolton & Menk, Inc.,” be approved.

Public Works Director Haukaas stated the consultant team of Barr Engineering and Bolton & Menk was awarded the contract for design and construction support of the new Water Treatment Plant No. 4 Improvement Project on May 17, 2018. The team has worked diligently over the past year to develop an excellent design that has met all of the requests and needs of the City. The team has also performed a number of additional requests and extras that came up during the development of the project. These include: adding solar to the building, additional stormwater management components such as green roofs and rainwater reuse, full span garage roof system, expansion of the civil site work to extend further west on the property, adding the police break room, a water fill station at the Tower, additional wetland permitting work, extra site



visits, and review meetings. In order to improve the construction timelines and RCWD requirements, the completion date for the project was also extended by five months, which in turn extends the construction support time they will need to be on site. Details and cost breakdown of this extra work was reviewed with the Council. Staff has reviewed the request in detail and is in agreement that all costs are reasonable. It is the extra effort that was put in on the front end of this project that created such a tight project resulting in very close bids and a project cost savings of nearly \$3M over the anticipated expense to build this plant.

Councilmember Robertson requested further clarification on how this project would be funded. Mr. Haukaas reported the entire project would be funded through the City's Water Enterprise Fund and was not taxpayer supported.

Motion adopted unanimously.

## **OTHER BUSINESS**

Councilmember Swanson encouraged the Council to attend an upcoming Metropolitan Council workshop/training session.

## **ADJOURNMENT**

Moved by Councilmember Hovland, seconded by Councilmember Robertson, to adjourn the meeting at 8:40 p.m.

---

Tom Ryan, Mayor

ATTEST:

---

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