



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

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

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Thursday, August 18, 2016

6:30 PM

Cloverleaf Farm Room A

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**NOTICE OF WORKSHOP MEETING**

**1     Call to Order**

The meeting was called to order by Mayor Ryan at 6:30 p.m.

**2     Roll Call**

Quorum Present.

**ALSO PRESENT:** City Manager Clark Arneson; City Attorney Patrick Sweeney; Public Services Manager Bob Therres; Finance Director Joe Huss; City Engineer Jean Keely; Safety Services Manager/Police Chief Chris Olson; Police Captain Dan Szykulski; Communications Technician Roark Haver; Senior Engineering Technician Jason Sundeen; City Clerk Catherine Sorensen; and Recording Secretary Linda Dahlquist.

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

**3     New Business**

**2-1     [WS 16-49](#)**

**UPDATE FROM BARR ENGINEERING ON WTP #4 AND WATER SYSTEM IMPROVEMENTS**

Brian LeMon, Barr Engineering, gave an update on the status of Northeast Well Field wells 18-22; future Water Treatment Plant (WTP) number 4; and DNR water supply plan. He gave an update on wells' 18-21 construction and noted wells 19 and 21 test borings are good, although well 20 test boring is less favorable and might require an altered design. He gave an overview of next steps which include the bidding and construction of the raw watermain, and the WTP4 pilot and feasibility study. He gave an overview of the WTP4 design and construction schedule which starts in winter 2016 and ends in 2019. He noted the DNR water supply plan is due December 31, 2016 and DNR appropriations permit renewal is due March 2017. He noted the project is on target for schedule and costs.

Mayor Ryan asked if the water plant will serve all four wells. Mr. LeMon replied yes.

Councilmember Herbst inquired about gravity plant expense. Mr. LeMon replied pressure plants are cheaper to build but do not have the life expectancy as a gravity plant. He stated the gravity plants are easier to operate and troubleshoot.

Mayor Ryan asked if the plant will handle all the water produced from the four wells. Mr. LeMon replied yes.

Mayor Ryan asked if the City's system is fully looped. City Engineer Keely replied the system brings the raw water to the treatment plant and then connect to the tower. She stated the watermain from the west is connected and the watermain from the east will be connected in the next phase of the construction plan.

Mayor Ryan asked how the staff will know if the plant is working correctly. Mr. LeMon stated there are a number of tests required. He stated when complaints come in it will be associated with the plant that is closest to the resident. He stated capacity issues can be traced back to the wells' data system.

Mayor Ryan commented the DNR issues permits but restricts the amount of water pumped. Mr. LeMon commented the DNR reserves the right to reject water appropriation permits.

City Manager Arneson commented the City is part of the DNR's new northeast metro water plan.

#### **Discussed**

## **2-2    [WS 16-50](#)**

### **BODY CAMERAS**

Safety Services Manager/Police Chief Olson stated the Legislature addressed a number of areas related to body-worn cameras (BWC) and how to address data practices and access, and procedures for managing data and equipment.

Councilmember Clark requested a ballpark figure on costs for BWC. Safety Services Manager/Police Chief Olson replied approximately \$100,000 for the first year.

Safety Services Manager/Police Chief Olson stated BWCs capture one perspective and the squad cameras capture five perspectives. He gave an overview of data classification.

Councilmember King asked if a traffic stop BWC video is public. Safety Services Manager/Police Chief Olson replied yes, unless there is an investigation.

Safety Services Manager/Police Chief Olson gave an overview of retention periods. He noted that cities can follow their own regular retention schedules. He gave an overview of the written policy requirements and public comment required. He noted the law enforcement agency and Council must provide an opportunity for public comment. He stated all law enforcement agencies have to conduct biennial audits. He commented there are several equipment vendors.

Police Captain Dan Szykulski stated BWC's are similar in nature. He stated the BWC buffers are ready at a push of a button; battery life varies; some have docking stations in the office or download from the squad car to classify the video.

Councilmember Bourke asked about the downloading of videos. Police Captain Dan Szykulski replied there are a few cloud systems that are authorized by the FBI. He stated specific software programs are needed in order to download from a docking station or through squad cars.

Councilmember King asked if the BWCs have removable digital cards and about the video resolution. Police Captain Dan Szykulski replied the BWCs have digital hard drives and are high definition. He gave an overview of equipment costs that include cameras \$400-800, docks/chargers \$1,500, and offsite storage \$1,600 (no support and limited storage)-\$76,000 (100% support and unlimited storage). He noted industry standards are one hour of recording for every four hours on the street per officer which would estimate to be for the first 90 days a minimum of 2,700 hours of high definition video.

Councilmember Herbst asked if it is a necessity for the City to have BWCs. Safety Services Manager/Police Chief Olson replied yes to protect our officers and people involved in an incident.

Councilmember Herbst commented the BWC has an on/off policy. Safety Services Manager/Police Chief Olson replied he is writing BWC policy for activating BWCs.

Councilmember Hovland commented the videos could create more questions than answers. Safety Services Manager/Police Chief Olson replied the rules of discovery mandate the release of the video.

City Manager Arneson commented one lawsuit would exceed the cost of the BWCs.

Councilmember Clark commented the use of BWCs is protection for our officers.

**Discussed**

**2-3**    [WS 16-51](#)**2017 CITY MANAGER RECOMMENDED GENERAL FUND BUDGET**

City Manager Arneson gave an overview of the Recommended 2017 General Fund Budget. He stated the recommended budget is a balanced budget with a safe margin of revenues over expenditures and is the basis for the Preliminary 2017 Budget and Preliminary 2017 Tax Levy that Council will approve at the September 1, 2016 Council meeting. He stated the recommended budget includes the traffic commission, SBM contract, comprehensive plan, HR technician, two traffic enforcement officers, one records technician, and two CSOs. He stated items removed from the budget include a crime analyst, traffic engineer, recreation manager (unless the ballot is approved). He noted \$25,000 was added for contractual services for consulting on traffic studies. He stated other funding include wage increase, cafeteria benefits and step increase, and GIS. He gave an overview of the budget calendar.

Councilmember Clark asked if the task force has considered the recreation manager in their cost and asked about the new Quint fire truck included in the SBM budget. City Manager Arneson replied the Quint truck is included in the capital budget.

Councilmember Swanson requested two additional newsletters to be budgeted in the Cable fund.

Councilmember Clark asked if the concrete in medians has been budgeted. City Manager Arneson replied yes, \$50,000 is budgeted.

City Manager Arneson will email the proposed budget to the Council.

**Discussed**

**Other Business**

None.

**ADJOURN**

The Workshop adjourned at 7:25 p.m.