



City of Blaine Anoka County, Minnesota Minutes City Council

Blaine City Hall
10801 Town Sq Dr NE
Blaine MN 55449

The Mayor has signed a declaration allowing members of the council, staff, and the public to attend the meeting remotely via Zoom due to the COVID-19 pandemic.

Public comments may be submitted prior to the meeting by sending an email to PublicComment@BlaineMN.gov or by calling 763-717-2782 no later than Noon on Monday December 14. Public comment will also be taken during the meeting remotely via Zoom. Members of the public can join the Zoom webinar at, <https://blainemn.zoom.us/j/93077526252>

Monday, October 19, 2020

7:30 PM Council Chambers and due to the COVID-19 pandemic, city meetings will also be held as virtual meetings

1. CALL TO ORDER BY THE MAYOR

The meeting was called to order at 7:31 p.m. by Mayor Ryan followed by the Pledge of Allegiance and the Roll Call. Due to the COVID-19 pandemic this hybrid meeting was held both virtually and in person.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; City Planner Lori Johnson; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; Public Services Manager/Assistant City Manager Bob Therres; City Attorney Chris Nelson; City Engineer Dan Schluender; Communications Technician Roark Haver; Communications Manager Ben Hayle; Budget/Fiscal Analyst Ward Brown; Human Resources Director Cassandra Tabor; and City Clerk Catherine Sorensen.

Present: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

4. APPROVAL OF MINUTES

None.

5. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

None.

6. COMMUNICATIONS

Mayor Ryan discussed the addition of the Purple Heart monument within the veteran's memorial at Tom Ryan Park. He commented on the medal ceremony that was held at the park last weekend.

Councilmember Hovland thanked all candidates who were running for office and wished them luck at the upcoming election.

7. OPEN FORUM

Mayor Ryan opened the Open Forum at 7:34 p.m.

There being no input, Mayor Ryan closed the Open Forum at 7:35 p.m.

8. ADOPTION OF AGENDA

The agenda was adopted as presented.

9. APPROVAL OF CONSENT AGENDA:

Moved by Councilmember Jeppson, seconded by Councilmember Hovland, that the following be approved: A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

9.-1**SCHEDULE OF BILLS PAID**

Attachments:

[10/02/2020 Bills Paid](#)

[10/02/2020 Bills Paid-Subset](#)

[10/08/2020 Bills Paid](#)

[10/09/2020 Bills Paid](#)

[10/09/2020 Bills Paid-Subset](#)

Approved

9.-2 SNOW AND ICE CONTROL POLICY - UPDATE 2020

Attachments:

- [3.06 Snow and Ice Control Policy - October 2020 Update](#)
- [Snow Plow and Salting Routes 2020 map](#)
- [Cul-De-Sac Routes 2020 map](#)
- [Sidewalks and Trails Routes 2020 map](#)
- [Anti-Icing Routes 2020 map](#)

Adopted

**9.-3 UPDATED POLLING PLACE DESIGNATION FOR THE
2020 STATE GENERAL ELECTION - PRECINCT 3-3**

Adopted

10. 7:30 P.M. - PUBLIC HEARING AND ITEMS PUBLISHED FOR A CERTAIN TIME

**10.-1 ORDER IMPROVEMENT AND ORDER PREPARATION
OF PLANS AND SPECIFICATIONS FOR THE 2021 POLK
STREET AREA RECONSTRUCTIONS, IMPROVEMENT
PROJECT NO. 19-16**

Attachments: [Location Map - aerial.pdf](#)
 [Feasibility Report - 2021 Polk Street Area.pdf](#)

Mayor Ryan opened the public hearing at 7:37 p.m.

City Engineer Schluender reviewed the streets included in the improvement project area. Proposed improvements include reclaiming existing bituminous pavement and reconstructing all curb and gutter, sidewalk replacement, hydrant replacements, minor storm sewer additions, asphalt surface replacement, traffic control signage, and appurtenant construction. The estimated cost of improvements is \$3,207,735 with \$728,618 proposed to be assessed over a 15-year period for the reconstructed streets and over a 5-year period for the mill and overlay street. Replacement of existing sanitary sewer castings/rings at an estimated cost of \$55,485 and replacement of 7 hydrants and adding 4 new gate valves at an estimated cost of \$141,480 is proposed to be paid for by City

Public Utility Funds. The remaining portion of \$2,282,152 is proposed to be paid from the City's Pavement Management Program Fund and City Municipal State Aid Funds. Staff reported the project is necessary, cost-effective, and feasible and will result in a benefit to the properties proposed to be assessed

There being no additional public input, Mayor Ryan closed the public hearing at 7:43 p.m.

Councilmember Hovland questioned if curb and gutter should be installed in the project areas that do not have curb and gutter. Mr. Schluender reported all streets would have concrete curb and gutter installed.

Moved by Councilmember Jeppson, seconded by Councilmember Hovland, that Resolution 20-154, "Order Improvement and Order Preparation of Plans and Specifications for the 2021 Polk Street Area Reconstructions," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

11. DEVELOPMENT BUSINESS

11.-1

GRANTING A FINAL PLAT EXTENSION FOR INDEPENDENT SCHOOL DISTRICT 16 SECOND ADDITION, LOCATED AT 10365 DAVENPORT STREET NE. SLP ISD# 16 / VELODROME. (CASE FILE NO. 20-0024/SLK)

Attachments: [Attachments](#)

City Planner Johnson stated in July of 2020, the applicant received approval for a final plat from the city council for a subdivision known as Independent School District 16 Second Addition. This plat includes approximately 88.17 acres and 2 lots. The applicant has not been able to finalize the purchase of the property. At this time, the applicant would like to obtain an extension on the final plat approval. The extension request is for 90 days from the required 30 days from city council approval that the applicant has to record the final plat. Therefore, the extension would require the applicant to record the plat prior to November 17, 2020. The plat extension does not change any conditions of the plat. The only thing the extension does is allow the property owner more time.

Councilmember Swanson questioned what would happen if the sale does not go through. Mr. Schluender reported if the sale was not completed there would be no project and the site would remain as is.

Councilmember Jeppson asked if 90 days was a realistic extension. A representative from the school district reported both sides were actively working through negotiations and she believed 90 days would be sufficient.

Moved by Councilmember Jeppson, seconded by Councilmember Robertson, that Resolution No. 20-155, "Granting a Final Plat Extension for Independent School District 16 Second Addition located at 10365 Davenport Street NE," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

11.-2

**GRANTING FINAL PLAT APPROVAL TO PLAT 40.09
ACRES INTO ONE LOT TO BE KNOWN AS NAPLES
STREET OFFICE WAREHOUSE LOCATED AT 10580
NAPLES STREET. JSN PROPERTIES. (CASE FILE NO.
20-0029/SLK)**

Attachments: [Attachments](#)

Ms. Johnson stated the proposed plat creates one lot. Lot 1 is 40.09 acres and is the site of the proposed Naples Street Office Warehouse Building. The applicant has been working with the Watershed District for the filling of wetland on the site and will possibly be purchasing wetland credits from the City of Blaine to compensate for the filling.

Moved by Councilmember Hovland, seconded by Councilmember Garvais, that Resolution No. 20-156, "Granting Final Plat Approval to Plat 40.09 Acres into One Lot to be known as Naples Street Office Warehouse located at 10580 Naples Street," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12. ADMINISTRATION

12.-1

**AMENDING THE TEMPORARY OUTDOOR DINING
POLICY**

Community Development Director Thorvig stated in May, the City Council adopted a temporary outdoor dining policy to allow the expansion of outdoor dining in non-traditional areas as a result of state restrictions related to restaurants during the COVID-19 pandemic. Eight restaurants applied for this temporary permit. The policy expires on October 31, 2020. There have been no changes to the state restrictions set forth, therefore several restaurants have asked if the temporary outdoor dining policy can be extended into the winter months to allow

for additional outdoor seating. Staff recommends extending the expiration of the temporary outdoor dining policy through April 30, 2021. This will allow restaurants expanded outdoor dining through the winter/spring months. The City can reassess the policy if regulations at the State level change and/or when the policy is nearing expiration next spring.

Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution 20-157, "Amending the Temporary Outdoor Dining Policy," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-2

ELECTING TO PARTICIPATE IN THE LOCAL HOUSING INCENTIVES ACCOUNT PROGRAM UNDER THE METROPOLITAN LIVABLE COMMUNITIES ACT

Mr. Thorvig stated the Livable Communities Fund is a Metropolitan Council program which is intended to address housing and development issues facing the metro area. Every ten years, municipalities must adopt affordable and life-cycle housing goals and elect participation in the program in order to be eligible for various grant programs. The City of Blaine has previously elected participation in the program and has utilized grant funds.

Mr. Thorvig explained electing participation and adopting the housing goals does not obligate the City to do anything other than complete an annual report on activities that created or preserved affordable and life-cycle housing, our progress towards the adopted goals, and what successes and challenges the city has faced in achieving the goals. Staff commented further on the program and recommended the Council elect to participate for the next 10 years.

Councilmember Hovland stated there has been confusion in regard to affordable, low-income and life-cycle housing. He requested staff provide some clarity as to how each of these housing types was defined. Mr. Thorvig explained affordable housing came with different affordability levels or tiers based on income. He reported most projects came in at 60% of the median income. He stated life cycle housing was a term used to address the need to provide different types of housing based on different income levels and stages of life. He commented Blaine does a great job providing life cycle housing.

Councilmember Robertson discussed the Woodland housing project and recalled City Hall having many residents present to address this project and how Blaine received a grant from the Metropolitan Council. She noted she was not very supportive of the

Met Council and for this reason would not be supporting this resolution.

Moved by Councilmember Paul, seconded by Councilmember Jeppson, that Resolution 20-158, "Electing to Participate in the Local Housing Incentives Account Program Under the Metropolitan Livable Communities Act," be approved.

A roll call vote was taken. Motion adopted 6-1 (Councilmember Robertson opposed).

Aye: 6 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais and Councilmember Paul

Nay: 1 - Councilmember Robertson

12.-5

**AWARDING THE SALE OF \$9,815,000 GENERAL
OBLIGATION IMPROVEMENT BONDS, SERIES 2020A;
FIXING THEIR FORM AND SPECIFICATIONS;
DIRECTING THEIR EXECUTION AND DELIVERY; AND
PROVIDING FOR THEIR PAYMENT**

Attachments: [AWARD RESOLUTION](#)

Terri Heaton, Baker Tilly, reported the City was able to take advantage of historic low interest rates for this bond sale. She explained bids were taken today and three bids were received. The low bid came from Morgan Stanley with an interest rate of 1.53%. She indicated this low interest rate will assist in lowering the amount of bonds that need to be issued from \$10,715,000 to \$9,815,000. She commended the City on its AAA bond rating and recommended the Council move forward with the bond award to Morgan Stanley.

Councilmember Garvais stated he was extremely proud of the City's efforts to achieve the AAA bond rating. He requested further information regarding the cash option the City received through this bond sale. Ms. Heaton explained discussed how the interest rate and the coupon rate sets the true interest rate for the City. Mayor Ryan thanked Ms. Heaton for her thorough report on the bond sale.

Moved by Mayor Ryan, seconded by Councilmember Hovland, that Resolution 20-159, "Awarding the Sale of \$9,815,000 General Obligation Improvement Bonds, Series 2020A; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-3

FIRST READING

**AMENDING SECTION 74-81(g)(4)g OF THE MUNICIPAL
CODE OF THE CITY OF BLAINE ESTABLISHING 2021
PARK DEDICATION FEES**

Attachments: [2020 Comparative Park Dedication Fees](#)

Public Services Manager/Assistant City Manager Therres stated park dedication fees can be adjusted annually to reflect any increase in fair market value of undeveloped land within the City, with an annual increase not to exceed 10%. The Park Board has reviewed the Park Dedication fees and is recommending no increase to residential, commercial, or industrial development based on the city's middle rankings in the 2020 Comparative Cities chart for both residential and commercial park dedication fees.

Declared by Mayor Ryan that Ordinance No. 20-2455, "Amending Section 74-81(g)(4)g of the Municipal Code of the City of Blaine Establishing 2021 Park Dedication Fees," be introduced and placed on file for second reading at the November 2, 2020 Council meeting.

12.-4

**AUTHORIZE CHANGE ORDER NO. 1 IN THE AMOUNT
OF \$287,270.64 FOR THE 132ND LANE AND TAYLOR
STREET AREA RECONSTRUCTIONS, IMPROVEMENT
PROJECT NO. 19-18**

Attachments: [Location Map-Aerial.pdf](#)

Mr. Schluender reported soil borings taken prior to design generally indicated the presence of 3 to 4 inches of aggregate base material under the existing bituminous pavement on the streets in the 132nd Lane and Taylor Street Area Reconstruction project. Based on this geotechnical information it was determined that this would allow for reclaiming the existing pavement into gravel, removing the excess reclaimed gravel needed to install 3-1/2 inches of bituminous pavement and there would still be a 4 inch aggregate base under the new pavement, which is the City standard for this type of project. The plans were designed and the project was bid in this manner.

Mr. Schluender stated during excavations to replace water main valves and adding storm sewer catch basins, it was observed that the aggregate base was not of uniform thickness along any of the roads on the project as depicted in the borings. Most areas had approximately two inches of aggregate base. Due to the shortage of gravel in most areas it was determined that it would be problematic to create the standard four inch aggregate base layer under the bituminous pavement unless the reclaimed gravel was stripped off of the road and approximately three inches of the sandy subgrade removed before replacing

all of the reclaimed gravel. This operation required the contractor to spend extra time in equipment and labor to create the necessary four inches minimum of aggregate base to meet the City's standard typical road section. It was noted Change Order No. 1 reflects the actual time and materials necessary to accomplish the changes in scope of work as described.

Councilmember Jeppson stated this appeared to be a significant change order amount. She asked if there was anything in the process that should be changed to prevent something like this from happening again in the future. Mr. Schluender explained this was the first project this has occurred. He reported additional soil borings could be taken in the future to address this concern.

Moved by Mayor Ryan, seconded by Councilmember Paul, that Motion 20-108, "Authorize Change Order No. 1 in the Amount of \$287,270.64 for the 132nd Lane and Taylor Street Area Reconstruction," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

12.-6

TWIN CITIES GATEWAY VISITORS BUREAU ADDITIONAL BOARD SEAT

Councilmember Jeppson explained based on annual lodging tax receipts, the City of Blaine is entitled to an additional appointed Board seat for the Twin Cities Gateway Visitors Bureau. Per the bylaws, this second appointed seat is to be from the hotel/lodging sector and all lodging properties in Blaine were eligible. Staff reached out to all lodging properties regarding their interest and received responses; Forogh Amini - Best Western Plus and Barb Hartman - Fairfield by Marriott Inn and Suites. Interviews were conducted between herself, the City Manager and City Clerk who after review of both outstanding candidates, forwarded a recommendation to Blaine Council to appoint Mr. Amini to the seat. In addition, staff is recommending formal appointment of City Manager Michelle Wolfe as Councilmember Jeppson's alternate to the Board.

Moved by Mayor Ryan, seconded by Councilmember Jeppson, that Motion 20-109, "Twin Cities Gateway Visitors Bureau Additional Board Seat," be approved.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

13. OTHER BUSINESS

City Attorney Nelson requested the Council call for a Special Closed Session

meeting on November 2 at 6:00 p.m. to discuss land acquisition for Fire Station 6. He explained this meeting would be closed pursuant to Minnesota Statute 13D.05 Subd. 3(c)3.

Police Chief Podany reminded residents about City Code requirements for parking during snow fall events.

Mr. Haukaas reported the State bonding bill provided some funding for the redesign of 109th Avenue. He reported staff was coordinating efforts and was in a good position to receive additional funding for the interchange in years 2022 and 2024. He anticipated these funds would be used to complete preliminary environmental.

Mayor Ryan encouraged residents to stop vandalizing campaign signs posted on private property.

Councilmember Paul spoke to the importance of reinstating Blaine's Board of Review. Ms. Sorensen reported the Blaine Board of Review was inactive due to a training requirement that went unmet. She explained this meant the City of Blaine had to turn over the review to Anoka County. She indicated the Board of Review would be active again in 2022.

Moved by Councilmember Garvais, seconded by Mayor Ryan, to call for a Closed Session meeting on November 2, 2020 at 6:00 p.m. to discuss land acquisition for Fire Station 6.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul

14. ADJOURNMENT

Moved by Councilmember Hovland, seconded by Councilmember Jeppson, to adjourn the meeting at 8:22 p.m.

A roll call vote was taken. Motion adopted unanimously.

Aye: 7 - Mayor Ryan, Councilmember Swanson, Councilmember Hovland, Councilmember Jeppson, Councilmember Garvais, Councilmember Robertson and Councilmember Paul