



# City of Blaine Anoka County, Minnesota Minutes City Council

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

*The council chambers will have limited seating, with audience chairs being set up at least six feet apart. There will be an overflow area where the meeting can be watched in the Cloverleaf Farms Room, also with chairs set up at least six feet apart.*

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Monday, September 20, 2021

7:30 PM

Council Chambers

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## 1. CALL TO ORDER BY THE MAYOR

The meeting was called to order at 7:42PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

## 2. PLEDGE OF ALLEGIANCE

## 3. ROLL CALL

**PRESENT:** Mayor Tim Sanders, Councilmembers Wes Hovland, Chris Massoglia, Richard Paul, Jess Robertson and Jason Smith.

**ABSENT:** Councilmember Julie Jeppson.

Quorum Present.

**ALSO PRESENT:** Community Development Director Erik Thorvig; Public Works Director Jon Haukaas; Police Chief/Safety Services Manager Brian Podany; Finance Director Joe Huss; City Engineer Dan Schluender; City Attorney Chris Nelson; Communications Manager Ben Hayle; Community Standards Director Bob Fiske; and City Clerk Catherine Sorensen.

**Present:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**Absent:** 1 - Councilmember Jeppson

## 4. AWARDS - PRESENTATIONS - ORGANIZATIONAL BUSINESS

### 4.-1

Proclamation Declaring October as National Domestic Violence Awareness Month

**Attachments:** [Proclamation](#)

Mayor Sanders read a proclamation in full for the record declaring October to be National Domestic Violence Awareness Month in the city

of Blaine.

Heidi Kopischke, Alexandra House representative, thanked the city council for this formal recognition. She explained she appreciated the long standing partnership they had with the city in addressing domestic and sexual violence and was very grateful for the city's leadership on this issue. She noted the number of people seeking safety and support because domestic and relationship violence continues to increase. She commented in 2020 at least 28 Minnesotans were killed by an intimate partner and in 2021 there have been 19 victims. She reported in 2020 law enforcement in Anoka County responded to over 14,500 domestic related calls, which was an 8% increase over 2019. She noted more than 1,500 people were served in 2020 with 287 coming from the city of Blaine. She encouraged the community to be aware of domestic and sexual violence and to respond to the needs of their neighbors. She invited the public to attend Hope Fest which would be held September 25 in Anoka.

Mayor Sanders thanked the Alexandra House for all of their efforts in the community.

**Informational: no action required**

#### 4.-2

#### **2021 Second Quarter Donations**

**Attachments:**     [DONATIONS 2Q 2021](#)  
                              [PD DONATIONS 2Q 2021](#)

Finance Director Huss stated both MAYC and the police department have received donations from members of the community as well as local businesses. The list of donors, amounts, and intended purpose were reviewed and staff recommended the Council accept the second quarter donations.

**Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution No. 21-182, "2021 Second Quarter Donations," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

#### **5. COMMUNICATIONS**

None.

#### **6. OPEN FORUM**

Mayor Sanders opened the Open Forum at 7:48PM.

There being no input, Mayor Sanders closed the Open Forum at 7:49PM.

**7. ADOPTION OF AGENDA**

The agenda was adopted as presented.

**8. APPROVAL OF CONSENT AGENDA:**

**Moved by Councilmember Robertson, seconded by Councilmember Hovland, that the following be approved: Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**8.-1 Schedule of Bills Paid**

**Attachments:**     [August 2021 P/R Checks and Wire Transfers](#)  
[September 3, 2021 Bills Paid](#)  
[September 3, 2021 Subset of Bills Paid](#)  
[September 10, 2021 Bills Paid](#)  
[September 10, 2021 Subset of Bills Paid](#)

Approved

**8.-2 Approval of Minutes**

**Attachments:**     [09-08-21 Workshop Minutes](#)  
[09-08-21 Council Minutes](#)

Approved

**8.-3 Releasing Outlot A, Lexington Meadows 2nd Addition from Recorded Development Agreement (Case File No. 21-0064/SLK)**

**Attachments:**     [Attachments](#)

Adopted

**8.-4 Granting a Final Plat to Subdivide Approximately 28.8 Acres into One Lot and One Outlot to be Known as Blaine 35 Second Addition at 85th Avenue NE (County Road J) and I-35W Service Drive. RJ Ryan Construction Company (Case File No. 21-0063/EES)**

**Attachments:**     [Attachments](#)

Adopted

**8.-5**

**Accept Quote from Park Construction in the amount of \$59,845.15**

**for the 2020 Trail Improvements, Improvement Project No. 20-40**

Attachments:     [Location Map](#)

Adopted

**8.-6                      Prohibit Parking on both sides of Central Avenue Service Road  
from 95th Avenue Alignment to 97th Avenue**

Attachments:     [Location Map](#)

Adopted

**9.        7:30 P.M. - PUBLIC HEARING AND ITEMS PUBLISHED FOR A CERTAIN TIME**

**9.-1                      Approve On-Sale and Sunday Intoxicating Liquor Licenses for  
Northtown Drive LH, LLC Located at 398 Northtown Drive NE**

Attachments:     [Public Hearing - Northtown Drive LH](#)  
                             [Floor Plan](#)

City Clerk Sorensen stated council is asked to approve the on-sale and Sunday intoxicating liquor licenses for Northtown Drive LH, LLC. This license will give the Northtown Mall Food Hall, located in Northtown Mall at 398 Northtown Drive NE, the ability to serve intoxicating spirits, beer and wine. Soline Orlina, applicant, submitted the on-sale and Sunday intoxicating liquor application on behalf of Ignacio Garat of CSS Company/Echelon Trust for Northtown Drive LH, LLC. The applicant included the required license fees, forms and documents. Issuance of licenses are contingent upon receipt of an updated certificate of insurance, certificate of occupancy, successful background investigation, and an Anoka County food and beverage license. Staff commented further on the request and recommended approval.

Robert Delmont, representative for Northtown Mall Food Hall, thanked staff for their assistance with this matter. He explained he took over the existing food court and turned it into a food hall where there would now be 11 independent restaurants that were locally owned and operated. He noted he would be facilitating take-out for these restaurants. He discussed how the beverage cups would be unique to the food hall to ensure patrons purchasing alcohol remain within the food hall to ensure alcohol compliance along with stanchions delineating the alcohol service area to ensure alcohol was not brought into general mall areas. He commented on the training staff would receive for alcohol sales and noted the food hall would have 250 seats.

Mayor Sanders opened the public hearing at 7:56PM.

There being no public input, Mayor Sanders closed the public hearing at 7:57PM.

Councilmember Hovland asked who would be required to receive the alcohol training. Ms. Sorensen reported city code requires all servers from a restaurant that sells alcohol receive the alcohol training within 60 days of being hired.

Councilmember Paul questioned what the hours of operation would be for the food hall. Ms. Sorensen explained the food hall was located within the Northtown Mall and would be consistent with the mall's hours.

**Moved by Councilmember Robertson, seconded by Councilmember Hovland, that Motion 21-136, "Approve On-Sale and Sunday Intoxicating Liquor License for Northtown Drive LH, LLC located at 398 Northtown Drive NE," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

## 10. DEVELOPMENT BUSINESS

### 10.-1

#### First Reading

**Granting a Rezoning from FR (Farm Residential) to DF (Development Flex) for 111 Acres at 13000 Block Lexington Avenue NE. Lexington Waters (Sotarra) (Case File No. 21-0061/SLK)**

**Attachments:**     [Attachments](#)  
[Unapproved PC Minutes 091421](#)

Community Development Director Thorvig requested the council introduce an ordinance for a rezoning of a residential subdivision project at the northern portion of Blaine at Lexington Avenue and Lever Street. He noted this project requires several approvals including a rezoning, conditional use permit and plat. He stated this property would need to be rezoned from FR (Farm Residential) to DF (Development Flex) in order to move forward. He commented further on the proposed residential subdivision and recommended the council introduce the ordinance.

**Declared by Mayor Sanders that Ordinance No. 21-2483, "Granting a Rezoning from FR (Farm Residential) to DF (Development Flex) for 111 Acres at 13000 Block Lexington Avenue NE," be introduced and placed on file for second reading at the October 4, 2021 Council meeting.**

## 11. ADMINISTRATION

### 11.-1

**Initiate Project and Order Preparation of Feasibility Report for the  
2022 Street Reconstructions, Improvement Project No. 22-04**

**Attachments:**     [2022 Street Reconstructions Location Map](#)

City Engineer Schluender stated council is being asked to initiate a 2022 Pavement Management Program project for the 2022 Street Reconstructions, Improvement Project No. 22-04. It was noted at the July 20, 2020 City Council workshop, staff brought forward the Street Reconstruction Capital Improvement Program for the years 2021-2025 which contained a list of proposed projects. Staff reviewed the streets included in the project area and explained the project consists of a mix of city streets with concrete curb and gutter and a State Aid collector route. The method of reconstruction will vary between the streets and will be further explained in the feasibility report. If approved, this resolution initiates the proposed 2022 Street Reconstructions and orders the preparation of a feasibility report.

**Moved by Councilmember Robertson, seconded by Councilmember Massoglia, that Resolution No. 21-179, "Initiate Project and Order Preparation of Feasibility Report for the 2022 Street Reconstructions," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

11.-2

**Initiate Project and Order Preparation of Feasibility Report for the  
89th Avenue and Davenport Street Area Reconstructions,  
Improvement Project No. 22-05**

**Attachments:**     [89th Ave-Davenport St Area Location Map](#)

Mr. Schluender stated council is asked to initiate a 2022 Pavement Management Program project for the 89th Avenue and Davenport Street Area Reconstructions. It was noted at the July 20, 2020 City Council workshop, staff brought forward the Street Reconstruction Capital Improvement Program for the years 2021-2025 which contained a list of proposed projects. Staff reviewed the streets included in the project area. The project consists of city streets with rural sections and no curb and gutter. The method of reconstruction will be a full reconstruction to an urban section with concrete curb and gutter and will be further explained in the feasibility report. If approved, this Resolution initiates the proposed 89th Avenue and Davenport Street Area Reconstructions and orders the preparation of a feasibility report.

Councilmember Hovland stated this was one of the project areas that led up to the Pavement Management Program and was pleased to see this area of the city being improved.

Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution No. 21-180, "Initiate Project and Order Preparation of Feasibility Report for the 89th Avenue and Davenport Street Area Reconstruction," be approved.

Motion adopted unanimously.

Aye: 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

11.-3

**Initiate Project and Order Preparation of Feasibility Report for the  
Hidden Oaks Area Street Rehabilitations, Improvement Project No.  
22-06**

Attachments:     [Hidden Oaks Area Location Map](#)

Mr. Schluender stated council is asked to initiate a 2022 Pavement Management Program project for the Hidden Oaks Area Street Rehabilitations. It was noted at the July 20, 2020 City Council workshop, staff brought forward the Street Reconstruction Capital Improvement Program 2021-2025 which contained a list of proposed projects for the 2022 Pavement Management Program (PMP). Staff reviewed the streets included in the project area. The project consists of city streets with concrete curb and gutter. The method of reconstruction will be pavement replacement with spot curb and gutter replacement and will be further explained in the feasibility report. If approved, this Resolution initiates the proposed Hidden Oaks Area Street Rehabilitations and orders the preparation of a feasibility report.

Moved by Councilmember Hovland, seconded by Councilmember Smith, that Resolution No. 21-181, "Initiate Project and Order Preparation of Feasibility Report for the Hidden Oaks Area Street Rehabilitations," be approved.

Motion adopted unanimously.

Aye: 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

11.-4

**Authorize the Mayor and City Manager to Enter into a Contract  
with Short Elliot Hendrickson, Inc. for Professional Engineering  
Services for the 2022 Street Reconstructions, Improvement  
Project No. 22-04**

Attachments:     [127th Area Exhibit 1](#)  
                              [2022 Street Reconstructions Location Map](#)

Mr. Schluender stated council is being asked to authorize a contract for professional services for preliminary design and preparation of a feasibility report for the 2022 Street Reconstructions, Improvement Project No. 22-04. Short Elliott Hendrickson, Inc. (SEH) provided the requested letter of proposal for 2022 Street Reconstructions. The

proposal, in the amount of \$64,900, is for preliminary design and preparation of a feasibility report for the project. Staff has reviewed this proposal, compared it with previous proposals for similar projects, and determined that the fees are justified and reasonable. After completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with SEH.

**Moved by Councilmember Smith, seconded by Councilmember Hovland, that Motion 21-131, "Authorize the Mayor and City Manager to Enter into a Contract with Short Elliot Hendrickson, Inc. for Professional Engineering Services for the 2022 Street Reconstructions," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**11.-5**

**Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Professional Engineering Services for the 89th Avenue/Davenport Street Area Street Reconstructions Improvement Project, Improvement Project No. 22-05**

**Attachments:**     [89th Ave-Davenport St Area Location Map](#)  
[Proposal](#)

Mr. Schluender stated council is requested to approve a contract for professional services for preliminary design and preparation of a feasibility report for the 89th Avenue/Davenport Street Area Street Reconstructions, Improvement Project No. 22-05. Bolton & Menk, Inc. has provided the requested letter of proposal for the 89th Avenue/Davenport Street Area Street Reconstructions Improvement Project. The proposal, in the amount of \$105,695, is for preliminary design and preparation of a feasibility report for the project. Staff reviewed the proposal, compared it with previous proposals for similar projects, and determined that the fees are justified and reasonable. After completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with Bolton & Menk, Inc.

**Moved by Councilmember Hovland, seconded by Councilmember Smith, that Motion 21-132, "Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Professional Engineering Services for the 89th Avenue/Davenport Street Area Street Area Street Reconstruction Improvement Project," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**11.-6**

**Authorize the Mayor and City Manager to Enter into a Contract with WSB Engineering for Professional Engineering Services for**



**the Hidden Oaks Area Street Rehabilitations, Improvement Project  
No. 22-06**

**Attachments:**     [Hidden Oaks Area Location Map](#)  
                                 [WSB Proposal](#)

Mr. Schluender stated council is being asked to enter into a contract for professional services for preliminary design and preparation of a feasibility report for the Hidden Oaks Area Street Rehabilitations, Improvement Project No. 22-06. WSB Engineering (WSB) has provided the requested proposal letter for the Hidden Oaks Area Street Rehabilitations. The proposal, in the amount of \$47,269.00, is for preliminary design and preparation of a feasibility report for the project. Staff has reviewed this proposal, compared it with previous proposals for similar projects, and determined that the fees are justified and reasonable. After completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with WSB.

**Moved by Councilmember Paul, seconded by Councilmember Smith, that Motion 21-133, "Authorize the Mayor and City Manager to Enter into a Contract with WSB Engineering for Professional Engineering Services for the Hidden Oaks Area Street Rehabilitations," be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**11.-7**

**Adjusting Certain Tax Levies for Bonded Indebtedness for Fiscal  
Year 2022**

Mr. Huss stated the resolution includes adjustments to scheduled levies for the city's General Obligation (G.O.) Special Assessment Improvement Bonds, G.O. Capital Improvement Bonds, and the city's Capital Equipment Certificates of Indebtedness. For G.O. Debt issues that are primarily funded through special assessments against the improved property, an analysis of deferred special assessments collections is made by the city's financial consultant at the time the bonds are issued. This typically results in a calculated deficit of available funds, thus requiring a tax levy to fund repayment of the debt. This calculated levy is certified to the county at the time the bonds are issued as a general ad valorem levy for each year. These levy amounts are reviewed annually to verify their necessity. Finance staff has reviewed the financial position of the city's debt service funds in 2021 and has determined that certain levies should be adjusted in 2022. In 2021, the city's total debt service levy was \$4,900,000; the total proposed debt service levy for 2022 is \$4,800,000.

**Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution No. 21-187, "Adjusting Certain Tax Levies for Bonded Indebtedness**

for Fiscal Year 2022,” be approved.

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**11.-8**

**Certify Preliminary General Fund Budget and Tax Levy for Fiscal Year 2022**

Mr. Huss stated Minnesota statutes require that cities annually certify preliminary budget and property tax levies to county auditors by September 30. As discussed at previous budget workshops, the preliminary budget may be adjusted either up or down, however, once set, the property tax levy can only be lowered. Thus, the council does have the ability to reduce the preliminary tax levy as the 2022 budget process unfolds. The levy proposed in the resolution would, per the best estimates of staff given data currently available, result in a combined 2022 net tax capacity rate that equals the 2020 combined net tax capacity rate for the city and EDA of 35.834%. The proposed General Fund expenditure budget totals \$38,415,145. Preliminary revenue sources provide a safe margin of revenues over expenditures of \$244,655.

**Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution No. 21-188, “Certify Preliminary General Fund Budget and Tax Levy for Fiscal Year 2022,” be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**11.-9**

**Establishing 2021 Public Hearing Dates for the Proposed 2022 General Fund Budget and Tax Levy**

Mr. Huss stated Minnesota statutes require cities to establish future public hearing dates on the proposed budget and tax levy by September 30, and to hold the public hearings at a regularly scheduled council meeting. The resolution calls for two public hearings: The first for discussion on the proposed 2022 General Fund Budget and Tax Levy on December 13, 2021 at 7:00 p.m.; and the second public hearing for the adoption of the 2022 Tax Levy and General Fund Budget at 7:30 p.m. on December 20, 2021.

**Moved by Councilmember Hovland, seconded by Councilmember Paul, that Resolution No. 21-189, “Establishing 2021 Public Hearing Dates for the Proposed 2022 General Fund Budget and Tax Levy,” be approved.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders

**12. OTHER BUSINESS**

Public Works Director Haukaas explained the state legislature would be attending a bonding tour at the National Sports Center on September 21, 2021. He reported the senate tour would be at 8:00 a.m. and the house tour would occur at 9:30 a.m.

**13. ADJOURNMENT**

**Moved by Councilmember Robertson, seconded by Councilmember Hovland, to adjourn the meeting at 8:21PM.**

**Motion adopted unanimously.**

**Aye:** 6 - Councilmember Hovland, Councilmember Robertson, Councilmember Paul, Councilmember Massoglia, Councilmember Smith and Mayor Sanders