

**REGULAR ANDOVER CITY COUNCIL MEETING – JANUARY 2, 2018
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, January 2, 2018, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila, Valerie Holthus and James Goodrich
Councilmember absent: None
Also present: City Administrator, Jim Dickinson
Director of Public Works/City Engineer, David Berkowitz
Community Development Director, Joe Janish
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

There was no one in the audience that wished to address the Council.

AGENDA APPROVAL

Additional information was submitted related to agenda Item #11.

Motion by Holthus, Seconded by Knight, to approve the Agenda as amended above. Motion carried unanimously.

APPROVAL OF MINUTES

November 28, 2017, Workshop Meeting: Correct as amended.

Councilmember Holthus requested a correction on page 3, line 42, referencing her question was regarding considering changing the duty crew shift to two hours later in the day.

Councilmember Holthus asked there be clarification in the minutes, on page 3, line 4, to state the firefighters received \$500 from the State when their training is completed.

Motion by Holthus, Seconded by Goodrich, to approve the minutes as amended. Motion carried unanimously.

November 28, 1917, Closed Meeting: Correct as written.

Motion by Bukkila, Seconded by Knight, to approve the minutes as presented. Motion carried unanimously.

November 19, 2017, Regular Meeting: Correct as amended.

Councilmember Holthus requested a change on page 2, line 41, to correct the typo in the word “overdose.”

Motion by Holthus, Seconded by Knight, to approve the minutes as amended. Motion carried unanimously.

CONSENT ITEMS

Item 2 Approve Payment of Claims

Item 3 Approve Construction Management Firm/17-26, Explore Community Center Expansion & 17-27, Public Works Vehicle Maintenance Facility, Cold Storage Building & Site Work

Item 4 Approve Resolution Designating 2018 Andover Board of Appeal and Equalization (See Resolution R001-18)

Item 5 Approve Resolution Authorizing to Apply for 2018 CDBG/Housing Study (See Resolution R002-18)

Item 6 Approve Resolution Authorizing to Apply for 2018 CDBG/Municipal Water Hook Up (See Resolution R003-18)

Motion by Knight, Seconded by Bukkila, approval of the Consent Agenda as read. Motion carried unanimously.

APPROVE OFFICIAL DEPOSITORIES & BANKS

Mr. Dickinson addressed the requirement by State law to approve a resolution each year designating the City’s official depositories, supplemental depositories of investments and designating an individual(s) as the approval authority for collateral transactions.

Motion by Holthus, Seconded by Bukkila, to approve Resolution No. R004-18 designating depositories of City funds and supplemental depositories of City funds for investment purposes only. Motion carried unanimously.

DESIGNATE OFFICIAL NEWSPAPER

Mr. Dickinson indicated each year the City Council must designate the official newspaper of the City where publication of official notices is made. He noted the Anoka County Union was the only newspaper submitting a proposal, and the rate would remain the same as 2017.

Motion by Holthus, Seconded by Knight, to approve the Anoka County Union as the City's legal newspaper for 2018. Motion carried unanimously.

APPOINT VICE MAYOR

Mayor Trude indicated each year the Mayor appoints a person to serve as Acting Mayor during the times the Mayor is absent.

Mayor Trude recommended Councilmember Holthus become Vice Mayor.

Motion by Knight, Seconded by Bukkila, to appoint Councilmember Holthus as Vice Mayor who would serve as Acting Mayor for 2018 during the Mayor's absence. Motion carried unanimously.

APPOINT STANDING COMMITTEES

Each year, Committees and Commissions are appointed based upon the recommendation of the Mayor. Mayor Trude recommended the following appointments for 2018:

Special Committees:

- Public Works Committee: Councilmember Goodrich (Chair) & Councilmember Knight
- Newsletter Committee: Councilmember Holthus (Chair) & Councilmember Bukkila

Standing Committee:

- Finance & Personnel Committee: Entire Council

City Appointed Representatives in 2018:

- Fire Relief Association: Councilmember Bukkila
- Andover Community Center Advisory Commission: Councilmember Holthus, Mayor Trude as alternate
- Anoka-Hennepin Community Education Advisory Board: Councilmember Knight
- QCTV Commission: Councilmember Goodrich & City Administrator Jim Dickinson
- Lower Rum River Watershed Management Organization: Assistant Public Works Director Todd Haas & Councilmember Knight as alternate

Councilmember Bukkila asked that her appointment to the Anoka County Fire Protection Council be added to the listing and Mayor Trude's representation on the Anoka County Joint Law Enforcement Council was noted as well.

Motion by Goodrich, Seconded by Knight, to appoint members for the Standing Committees and Commissions for 2018, as recommended. Motion carried unanimously.

Mayor Trude clarified all Councilmembers are able to attend the North Metro Mayors Association meetings which are held quarterly.

PUBLIC HEARING/PRIVATE KENNEL LICENSE/2109 170TH AVENUE NW

Mr. Dickinson brought attention to a police report that was provided as supplemental information for this agenda item.

Mr. Dickinson indicated Mr. and Ms. Arendsee have four dogs and City Code requires that they obtain a private kennel license in order to have in excess of three dogs. They are requesting a private kennel license for four dogs (3 Mastiff and 1 Newfoundland), the dogs are for private enjoyment and not monetary gain.

Their property meets the City Code requirements, they have paid the appropriate fee and three of their dogs are licensed. The other dog will be licensed pending the outcome of the private kennel license request. The entire back property is surrounded by a four foot high fence and the front with invisible fencing. There will be no outside kennels as the dogs are kept primarily in the home.

Motion by Bukkila, Seconded by Knight, to open the public hearing at 7:14 p.m. Motion carried unanimously.

There was no one in the audience to make a public comment.

Motion by Goodrich, Seconded by Knight, to close the public hearing at 7:15 p.m. Motion carried unanimously.

Motion by Knight, Seconded by Bukkila, to approve the private kennel license for Alan and Theresa Arendsee for the period of January 3, 2018 through December 31, 2018. Motion carried unanimously.

Mayor Trude noted the applicant has a large parcel of property and it is very rural. She thanked the applicant for being in attendance.

DISCUSS HAM LAKE PROPOSED DEVELOPMENT

Mr. Berkowitz described the proposed development that is planned to begin construction in 2018 located adjacent to common borders with Ham Lake, just east of the Genthon Ponds Plat.

Fourteen letters of notification were sent regarding a scheduled neighborhood meeting. Four residents came representing 2 homes. School district boundaries [St. Francis High School vs.

Andover High School] came up as a significant topic at the meeting. Jeff Stalberger, the developer, came to the neighborhood meeting to answer questions. The main concern is the connection at 173rd Lane, which is currently a cul-de-sac. Mr. Berkowitz noted it has been posted that a connection will be made for many years. The location is north of Crosstown Boulevard.

Jeff Stalberger confirmed that he owns 167 acres and the development will be constructed in phases. One portion of the development is connected with Andover. He has met with the City of Ham Lake and then he sent the proposal on to Anoka County, for their response, regarding plans for the access points to the development. In response to the County's review, the City of Andover will need to designate a connection in the City of Andover for an assess point. The County is opposed to having an access too close to the already busy intersection. Mr. Stalberger noted there will be about 30 homes in this section of the development.

Councilmember Goodrich inquired about the Fire Department's recommendation. Mr. Dickinson replied they are support of an additional access point for safety purposes.

Mayor Trude noted it is a heavily wooded area and the developer will have to bring in a lot of fill [in preparation for construction of the access point], so it will not be an inexpensive connection.

The Council gave their verbal support.

Mr. Stalberger committed to working with Mr. Berkowitz to keep the area clean. He would like to preserve as many trees as possible as the area is prepared. Mayor Trude expressed her appreciation.

SELECT 2018 LOCAL BOARD OF APPEAL & EQUALIZATION DATES

Mr. Dickinson requested the Council schedule potential dates for holding the 2018 Local Board of Appeal & Equalization as detailed in the staff report.

The Council discussed the draft agenda and available dates.

The recommended scheduling dates were: April 16th and 24th at 7:00 p.m. Mr. Dickinson will come back to the Council with further scheduling information at the February meeting. No motion was made.

ADMINISTRATOR'S REPORT

City Staff updated the Council on the administration and city department activities, legislative updates, updates on development/CIP projects, and meeting reminders/community events.

(City Administrator) Mr. Dickinson has been at a number of developer meetings. He has also attended the North Metro Mayors Operating Committee. In his other work at City Hall he has

been focusing on year-end, completing financial rollovers, preparations for inventory audits. Ninety-five homes were permitted by the end of the year.

(Public Works/City Engineer) Mr. Berkowitz commented there has been good activity on outdoor skating rinks even with the cold weather. There is an upcoming outdoor hockey event on the 12th and/or 13th of January. A lot of families attend the event. City staff has been working to keep up with “nuisance” snow events. Within the last two weeks developers have still been approaching the City.

MAYOR/COUNCIL INPUT

(Senator Michelle Benson) Mayor Trude welcomed Senator Benson. She complimented the staff and Council on a well-run meeting. She also thanked the group for information regarding Ham Lake and Andover working together on a development. She sees that as good news as she likes to see and hear about families moving to the North Metro. North Metro Mayors is bringing forth a legislative agenda and Senator Benson asked the Council and staff not to wait until it is formalized to hear why the agenda matters to Andover. She thanked the Council for the opportunity to speak.

(Mayor Trude) Mayor Trude mentioned there will be interviews later in January for vacancies on Commissions and confirmed there is a Council workshop later in the month.

ADJOURNMENT

Motion by Holthus, Seconded by Bukkila, to adjourn. Motion carried unanimously. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Marlene White, Recording Secretary

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