

***REGULAR ANDOVER CITY COUNCIL MEETING – FEBRUARY 5, 2019
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, February 5, 2019, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila, Valerie Holthus and Jamie Barthel

Councilmember absent: None

Also present: City Administrator, Jim Dickinson
Community Development Director, Joe Janish
Director of Public Works/City Engineer, David Berkowitz
City Attorney, Scott Baumgartner
Vehicle Maintenance Supervisor, John Wallace
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

Crooked Lake Area Association

Dan Anderson, of the Crooked Lake Area Association, provided an overview and update on the work of the Association. They also provided a copy of their news letter to the City Councilmembers.

Gary Nereson, Board Chair, addressed the City Council, thanked them for their help and involvement in controlling milfoil on the lake, and encouraged reading through the newsletter. He stated everyone is welcome to attend their next meeting on February 21, 2019, at 6:30 p.m. at the Keller Williams building off Hanson Boulevard.

No one else wished to address the Council.

AGENDA APPROVAL

An additional agenda item was added:

Item #10A – Exempt Permit for Andover Lions Club

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

APPROVAL OF MINUTES

January 8, 2019, Special Meeting: Correct as written.

January 10, 2019, Special Meeting: Correct as written.

Motion by Bukkila, Seconded by Barthel, to approve the January 8, 2019, Special meeting minutes as presented and January 10, 2019, Special meeting minutes as presented. Motion carried unanimously.

January 15, 2019, Regular Meeting: Correct as amended below.

Councilmember Holthus requested a correction on page 16, line 20 of the Regular Meeting minutes, it should read: “Mayor Trude noted Councilmember Bukkila was helping to collect signatures, and had signed the petition herself,” not “Mayor Trude noted Councilmember Bukkila was helping to collect signatures for the petition and had signed the petition herself.”

Councilmember Holthus requested a correction on page 16, line 21 of the Regular Meeting minutes, it should read: “Councilmember Bukkila stated some activities had been associated with her inappropriately,” not “Councilmember Bukkila stated some activities had been associated that with her inappropriately that.”

Mayor Trude requested a correction on page 16, line 2, of the Regular Meeting minutes, it should read: “25 teens” not “25 boys.”

Mayor Trude requested a correction on page 9, line 6, of the Regular Meeting minutes, it should read: “Recess and Reconvene,” not “Reess and Reconvene.”

Mayor Trude requested a correction on page 10, line 29, of the Regular Meeting minutes, replacing line 29 with: “Mayor Trude noted the trail provides access to Timber River Park for this whole neighborhood that has no parks and for that reason, she would support waiving the fee for the one lot.”

Motion by Knight, Seconded by Barthel, to approve the January 15, 2019, Regular meeting minutes as amended above. Motion carried unanimously.

January 15, 2019, Closed Meeting: Correct as written.

Motion by Knight, Seconded by Barthel, to approve the January 15, 2019, Closed meeting minutes as presented. Motion carried unanimously.

January 22, 2019, Workshop Meeting: Correct as written.

Motion by Bukkila, Seconded by Knight, to approve the January 22, 2019, Workshop meeting minutes as presented. Motion carried unanimously.

CONSENT ITEMS

Item 2 Approve Payment of Claims

Item 3 Order & Adopt Assessment Roll/18-52/2128/2130 – 140th Lane NW/WM (See Resolution R011-19)

Item 4 Approve No Parking Resolution/18-37/Veterans Memorial Boulevard NW (Nightingale Street NW to Tower Drive NW) (See Resolution R012-19)

Item 5 Approve Resolution Authorizing Application to the MNDNR for Funding/19-6/Dalske Woodlands Boardwalk (See Resolution R017-19)

Item 6 Approve Trail Easement/18-34/Andover Station North Trail Connection

Item 7 Approve Application for Exempt Permit

Item 8 Approve Massage Therapist License

Item 9 Accept Resignation of Daniel Krumwiede, Associate Planner

Item 10 Reauthorizing Membership in the Minnesota Municipal Money Market (4M) Fund (See Resolution R013-19)

Item 10A Approve Application for Exempt Permit/Andover Lions Club

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

NPDES (NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PRESENTATION & PUBLIC MEETING / 19-1

Natural Resources Technician Kameron Kytonen presented information about the requirement for Andover to comply with the latest National Pollutant Discharge Elimination System (NPDES) regulations as set forth by the Minnesota Pollution Control Agency (MPCA) including the requirement to hold a public meeting to receive public feedback on the program. He explained to satisfy MPCA mandates, City staff fulfills the objectives under several Best Management Practices (BMPs) that are part of the Story Water Pollution Prevention Program (SWPPP), which is a list of actions taken to improve the quality and reduce the quantity of storm water runoff.

Mr. Kytonen provided a brief presentation on environmentally-friendly lawn care practices and the City's efforts to deliver similar messages.

Councilmember Knight asked what effect salt has on the grass and environment. Mr. Kytonen stated they aren't sure exactly what the effects are but until there are alternative options, it is necessary to use salt for public safety.

Mayor Trude asked if the upcoming landscape workshops will be publicized online or other local areas. Mr. Kytonen stated they have mailed information directly to the homes in a focus area, so they don't plan to post the information anywhere else.

Mayor Trude mentioned the local gardening and pollinator groups and noted the home and garden show that they have done in the past was wonderful. She stated if anyone has an interest in learning more about the groups and their meetings, they could contact Mr. Kytonen for information. She added she appreciates all their hard work.

Informational; no action required at this time. No one from the public was present to comment on the topic.

PUBLIC HEARING – VACATION OF DRAINAGE AND UTILITY EASEMENT – 2384 151ST AVENUE NW – KEVIN KOSCHAK

Mr. Janish presented the request of Kevin Koschak to vacate a portion of the existing rear yard drainage and utility easement across his residential lot located at 2384 151st Avenue NW within the Woodland Estates Second Addition development. Mr. Janish explained the owner is requesting this easement vacation to increase the usable area in the rear yard for the installation of an in-ground pool.

Mr. Janish explained at the time this subdivision was approved, a ten-foot rear yard drainage and utility easement was required. However, in 2013, the Code was amended to decrease the rear yard easement from ten feet to five feet. Therefore, the size of the proposed easement will comply with City Code. Mr. Janish stated after review of the request, the Engineering Department does not find any issues with this proposal and is comfortable with the easement vacation.

Motion by Holthus, Seconded by Barthel, to open the public hearing at 7:37 p.m. Motion carried unanimously.

No public comments.

Motion by Holthus, Seconded by Knight, to close the public hearing at 7:38 p.m. Motion carried unanimously.

Motion by Holthus, Seconded by Bukkila, to adopt Resolution No. R014-19, granting the vacation of drainage and utility easement at 2384 151st Avenue NW, Lot 1, Block 4, Woodland Estates Second Addition, PIN 22-32-24-32-0027. Motion carried unanimously.

CONSIDER CONDITIONAL USE PERMIT – MINI STORAGE FACILITY – 13535 GROUSE STREET NW – TRAVIS ROCHE

Mr. Janish presented the request of Travis Roche and Chris Beberg for a Conditional Use Permit

(CUP) to construct a mini storage facility, which is allowed in the I-Industrial zoning district with a CUP. Mr. Janish used a map to point out the subject property north of Beberg Landscape Nursery and south of the existing ABC Mini Storage facility that were constructed in 1986. It was noted this property is currently owned by Beberg and part of the retail business for the storage of rock, mulch, and other products associated with the landscaping business. Mr. Roche is in the process of purchasing the property contingent upon approval of the CUP so he can expand ABC Mini Storage to the north.

Mr. Janish reviewed the staff report with the Council and asked if the Council had any questions for the applicant and invited applicant, Travis Roche to address the City Council.

Councilmember Holthus asked if the applicant intends to update the existing buildings to look like the new buildings.

Mr. Roche stated they can't at this time but in the future, they plan to update the rest of the buildings to have a uniformed look.

Mayor Trude stated her concerns regarding the issue with the previous owners not being able to comply with the commercial site plan requirements and asked if this will be an issue for this applicant. Mr. Roche stated the City Planner had discussed these concerns with him as they went through the process and he intends to fulfill the requirements and add the landscaping needed to give it a nice look.

Motion by Knight, Seconded by Holthus, to adopt Resolution No. R015-19, approving the Conditional Use Permit request for a mini storage facility (indoor storage only) located at 13535 Grouse Street NW, PIN 34-32-24-41-0014. Motion carried unanimously.

CONSIDER AWARDING BID/17-27/PUBLIC WORKS VEHICLE MAINTENANCE FACILITY, COLD STORAGE BUILDING & SITE WORK

Director of Public Works/City Engineer Berkowitz presented information relating to Project 17-27, Public Works Vehicle Maintenance Facility, Cold Storage Building and Site Work, noting that at its September 25, 2018 Workshop, the Council had directed staff and Oertel Architects to prepare for bid the entire project along with alternatives to allow for removal of the Cold Storage Building and/or the wash bay from the base bid. The design and construction documents were prepared as directed and advertisement for bid for the Andover Public Works Vehicle Maintenance Facility, Cold Storage, and Site Work project was approved by the Council on December 4, 2018.

Mr. Berkowitz stated on January 22, 2019, the bids were opened, noting there was great interest in the project as 113 total bids were received for multiple bid categories. The construction manager for this project, RJM Construction, provided a total project estimate that includes the alternate deducts if the Cold Storage Building and/or wash bay were removed from the base bid. Mr. Berkowitz reviewed the history of the bid opening.

Mr. Berkowitz stated the Council is requested to accept bids, award contract (base bid and alternate #3) and authorize the fund transfers to the Construction Fund for Project 17-27, Public Works Vehicle Maintenance Facility, Cold Storage Building, and Site Work as identified in the RJM Construction recommendation letter.

Brad Barickman, RJM Construction, addressed the City Council and provided an overview of the bids they received for the project as well as the importance of the project.

Mayor Trude asked if there is only one company that makes the wash bay equipment they need. Mr. Barickman stated there are two companies that meet our specifications, but no one was able to provide a bid in the timeframe needed. There are others that can perform. He noted they are still carrying budget and will quote the equipment.

Mayor Trude asked what the importance is of the wash bay, noting it is putting them over budget and that is a concern for her. She asked if that component can be easily removed. Mr. Barickman indicated the design allows for that component to be easily removed from the project. Mr. Berkowitz stated right now they have a cleaning system in place for the City vehicles, but it is not able to clean the whole underbody of the vehicles and with the amount of salt that gets on the vehicles he noted it is imperative to help maintain the vehicles by being able to remove all excess salt and other items collected under the body of the vehicles.

Mayor Trude asked why the wash bay is a lower priority based on the importance just described. Mr. Berkowitz indicated it was difficult to prioritize the wash bay and cold storage. He stated the Public Works supervisors are actually split on the priority.

Mayor Trude thought the wash bay would save staff time as well as vehicles and the cold storage build more toward aesthetics.

Mr. Berkowitz confirmed the cold storage build would bring equipment indoors and stated the old farm warehouse will be removed as part of the project. Mr. Berkowitz also stated the look of the cold storage building was reviewed carefully due to its location.

Councilmember Bukkila asked about the value of the equipment outdoors. Mr. Berkowitz replied we have millions of dollars of equipment outside.

Councilmember Barthel asked how many surrounding cities have the wash bays. Mr. Berkowitz stated he isn't sure off hand but every city that is adding a new facility such as Fridley, Maple Grove and Elk River is adding a wash bay.

Councilmember Barthel asked how they are cleaning fire trucks currently. Vehicle Maintenance Supervisor John Wallace explained the current mechanism they use and the process noting they can't reach far enough to get underneath the entire truck. Mr. Wallace reviewed with the Council vehicle rusting issues and how that is problematic for the vehicles.

City Administrator Dickinson reviewed the large equipment that would use the wash bay and commented on the priorities for the project with the maintenance facility being priority one, the cold storage building priority two and the wash bay as priority three. A building helps with safety, cold storage gets equipment indoors and the wash bay to keep equipment clean.

Councilmember Holthus asked if the existing wash equipment could still be used if the wash bay is constructed. Mr. Wallace replied the equipment would still be used, but not as much.

Mayor Trude stated that salt usage appears to be the primary driver of the wash bay and she expressed her concern of the one million dollars spent on the wash bay and that places the project over the budget.

Mr. Dickinson reviewed the project budget and proposed plan to pay for the project. Bonds were issued in December providing \$10.05M in proceeds and \$100,000 in interest will be earned throughout the construction project. The remaining funds to fill the gap to \$10.5M will come from the water and sewer funds, the Capital Projects Fund and the Central Equipment Fund.

Motion by Knight, Seconded by Bukkila, to adopt Resolution No. R016-19 accepting bid package #1 and awarding contracts for Improvement Project No. 17-27, Public Works Vehicle Maintenance Facility, Cold Storage Building, and Site Work, and authorize the fund transfers to the Construction Fund.

Councilmember Barthel stated he favors the cold storage building but for a million dollars, he would be curious to know at what point does the City anticipate seeing the financial benefit and savings from using a wash bay on the vehicles. Mr. Berkowitz stated it is hard to tell but stated at some point it would pay off by keeping the City's vehicles in working condition longer. Mr. Berkowitz also commented about the favorable bids and stated he would not expect lower construction numbers in the future, but he still expressed concern about the worth of a wash bay. Councilmember Barthel agreed.

Councilmember Bukkila commented about opportunity loss of time spent washing vehicles and added time to repair vehicles with significant rust. She thinks the wash bay would add to efficiencies. Mr. Wallace commented about the City maintenance program on City vehicles.

Councilmember Barthel asked if the wash bay would be used year-round. Mr. Wallace replied it would be used year-round.

Mayor Trude discussed the project budget, but expressed she is sympathetic to the employee work issues.

Councilmember Holthus stated she supports the entire project and wants to provide a safe facility for the workers, move equipment indoors and extend the life of the equipment with the wash bay.

Councilmember Knight stated he is in favor of the whole project moving forward.

Councilmember Bukkila stated she feels this facility expansion is part of the core services the City provides and sees this as a wise use of funds, and it benefits all residents.

Councilmember Holthus moved to close debate. Councilmember Bukkila seconded. Motion carried 3 ayes (Bukkila, Holthus and Knight) and 2 nays (Trude and Barthel).

Mayor Trude asked for a vote on the **Motion** by Councilmember Knight and seconded by Councilmember Bukkila to adopt Resolution No. R016-19 accepting bid package #1 and awarding contracts for Improvement Project No. 17-27, Public Works Vehicle Maintenance Facility, Cold Storage Building, and Site Work, and authorize the fund transfers to the Construction Fund. Motion carried unanimously.

SCHEDULE LOCAL BOARD OF APPEAL & EQUALIZATION MEETING

City Administrator Dickinson requested the Council schedule a Local Board of Appeal and Equalization Meeting. He noted the Council had submitted two dates to the Anoka County Assessor's Office and Anoka County was able to accommodate the request of April 30, 2019. Mr. Dickinson asked the Council to schedule the Local Board of Appeal and Equalization Meeting for April 30, 2019, starting at 7:00 p.m.

Motion by Barthel, Seconded by Knight, to schedule a Local Board of Appeal and Equalization Meeting on April 30, 2019, at 7:00 p.m. Motion carried unanimously.

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 provided an WDE site update, noting the MPCA received one bid for the specialize project. He provided an update on the Community Center project and stated the YMCA discussions are continuing.

(Public Works Director/City Engineer) Mr. Berkowitz provided updates on the University Avenue project and public hearing. He stated the boardwalk is under construction and they plan to be done in early-mid April.

Councilmember Barthel thanked Mr. Berkowitz for all the hard work this winter maintaining the rinks, stating they have done an exceptional job.

MAYOR/COUNCIL INPUT

(Mayor Trude) Mayor Trude stated she was happy to hear about the plans for new housing at

the Chamber of Commerce meeting. She stated if anyone has interest in the development plans for Andover and if they want to see how the City plans to keep it a low-density community, they should review the Comprehensive Plan that is located on the City website. She stated that while the Comprehensive Plan is long, it can be reviewed by sections of interest. Mayor Trude noted there is a public hearing on February 26, 2019, on the Comprehensive Plan for anyone interested in attending.

ADJOURNMENT

Motion by Holthus, Seconded by Bukkila, to adjourn. Motion carried unanimously. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Michaela Kujawa-Daniels, Recording Secretary

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