

REGULAR ANDOVER CITY COUNCIL MEETING – APRIL 5, 2022
MINUTES

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Sheri Bukkila, April 5, 2022, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Valerie Holthus, Jamie Barthel, Ted Butler, and Randy Nelson

Councilmembers absent: None

Also present: City Administrator, Jim Dickinson
Community Development Director, Joe Janish
City Attorney Scott, Baumgartner
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one appeared before the Council.

AGENDA APPROVAL

City Administrator Dickinson announced a supplemental item to the Consent Agenda as #9a.

Motion by Butler, Seconded by Barthel, to approve the Agenda as amended. Motion carries unanimously.

APPROVAL OF MINUTES

March 15, 2022 Regular Meeting Minutes

Motion by Nelson, Seconded by Barthel, to approve the March 15, 2022 Regular Meeting

minutes as presented. Motion carries 4 ayes, 1 present (Holthus).

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Award Bid/22-15, 2022 Mill & Overlay: Chesterton Commons Area & Fox Hollow/22-16, 2022 Mill & Overlay: Andover Boulevard NW/22-17, 2022 Mill & Overlay: Bluebird Street NW/22-08, 2022 Curb, Ped Ramp and Sidewalk Repairs (See Resolution R029-22)
- Item 4 Acknowledge & Accept Bid Results/22-03, 2022 Crack Sealing/22-05, 2022 Pavement Markings 22-07, 2022 Trail Maintenance/22-10, 2022 Parking Lot Maintenance (See Resolution R030-22)
- Item 5 Accept Grant 2022 DNR Preparing for EAB Grants Program/22-31
- Item 6 Approve Partners for Fish and Wildlife Program Landowner Agreement/Pine Hills North Wetland Restoration/22-23
- Item 7 Approve Final Plat - Andover Crossings - LGA Andover, LLC (Applicant) (See Resolution R031-22)
- Item 8 Approve Appointment - Engineering Technician
- Item 9 Approve Hazardous Materials Emergency Preparedness Grant (See Resolution R032-22)
- Item 9a Award City Contract for Ash Injections/21-20 EAB Management Program

Motion by Barthel, Seconded by Butler, to approve the Consent Agenda as read. Motion carries unanimously.

DISCUSS/CONSIDER APPROVAL OF CITY CODE AMENDMENTS TO TITLE 3, CHAPTER 5 TRANSIENT MERCHANTS, PEDDLERS, SOLICITORS, AND CANVASSERS

The City Council is requested to discuss City Code amendments to Title 3, Chapter 5 Transient Merchants, Peddlers, Solicitors, and Canvassers. City Administrator Dickinson stated the item is related to mobile food units/food trucks. Mr. Dickinson reviewed information from the City Council Workshop and presented proposed changes as written in the staff report.

Councilmember Butler asked if Item H exempted food trucks from the City Code. Mr. Dickinson stated food trucks would be exempted just from needing a permit if on private property at a private event and not open to the general public.

Councilmember Butler asked for clarification on Item D regarding vending in City parks. Mr.

Dickinson stated the Park Exclusive Use Permit will be issued to an organization and the organization would need to agree to have a vendor at their event. Councilmember Butler requested adding language to Item D to make it clearer. Mr. Dickinson stated the Park Exclusive Use Permit application can be edited to include a section about outdoor vending and requesting written authorization from the organization seeking a Park Exclusive Use Permit. The Council reached consensus to edit the Park Exclusive Use Application and add the following to Item D: “which provides written authorization to the vendor”.

Councilmember Butler requested a change to Item C allowing restaurants to have a food truck on their property if they authorize it. The Council reached consensus to make this change to Item C.

Councilmember Butler requested Item A be changed to allow the vendor to operate 30 days per calendar year. Mr. Dickinson explained State Statute permits a vendor to operate up to 21 days in one location. He stated the Council can add days of operation, but the vendor would need to be at a different location. The Council reached consensus to change Item A to state “...license shall be no longer than 21 days at one location”.

Mayor Bukkila asked if Item D could include residents if they have and Park Exclusive Use Permit. The Council reached consensus to edit Item D to state “...organization or individual”.

Mayor Bukkila asked if the vendor has a one-year permit, do they need to report their location to the City. Mr. Dickinson stated the City would request the location for a daily and weekly permit. He stated the application will be precise on providing a location. Tracking would need to be done for the 21 days in one location, all other city codes need to be complied with.

Mayor Bukkila asked if the City Attorney had any concerns. City Attorney Baumgartner asked if there was a requirement for insurance. Mr. Dickinson stated the application requires providing proof of insurance.

Mayor Bukkila asked if a food truck was on private property, such as a church, can they operate more than 21 days since Item H provides an exemption for private property. Mr. Dickinson stated the vendor would need to abide by all other City Codes. Mr. Baumgartner suggested changing Item H to state “Mobile Food Units which are hired to vend on private property for private events shall not be required to obtain a permit. The Mobile Food Unit must be fully contained on private property and must comply with State Statute”. The Council reached consensus to add the suggested language.

Mayor Bukkila stated the amendments improve the opportunity for businesses to be successful

and contributes to community harmony.

Motion by Butler, Seconded by Nelson, to adopt Ordinance No. 529 amending City Code Title 3-5, Transient Merchants, Solicitors and Canvassers with changes approved by Council. Motion carries unanimously.

Motion by Barthel, Seconded by Nelson, to adopt Ordinance No. 530 amending the City Fee Schedule and Summary Ordinance No. 529 for publication with changes approved by Council. Motion carries 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.

(Administration) Mr. Dickinson stated the City is at 23 new home permits year to date. He stated City staff are prepping for upcoming projects and transitioning from winter to spring. He reminded the Council of the Board of Review meeting on April 18th. He explained Andover home values have increased around 23% which is in line with the County and State averages. He suggested that residents call the County Assessor first and attend the Board of Review if they are not satisfied. Mr. Dickinson announced Youth First's Annual Mayor's Prayer Breakfast on May 20th. The Veterans Memorial dedication is on Saturday, May 21st.

Councilmember Nelson asked how many miles of mill and overlay the City plans on this year. Mr. Dickinson stated he will send the mileage to Council.

Councilmember Nelson asked if the City has received the funds for Street Bond. Mr. Dickinson stated the City has received the dollars and has to spend over the course of the next three years. Councilmember Nelson asked if the City could invest the funds for the short term. Mr. Dickinson stated the funds are being invested in short-term bonds or CDs.

Mayor Bukkila asked Mr. Dickinson to share information about the House Committee hearing for the Red Oaks neighborhood well concerns. Mr. Dickinson stated the Governor requested \$12 million for the project in his bonding proposal. He stated the amount has been reduced to \$9 million in the House and the Senate. Mr. Dickinson explained the Senate and the House each have a bill that includes the Red Oaks neighborhood. The Capital Investment Committee will have a hearing on Thursday, April 7th at 8:00 a.m. Mr. Dickinson stated projects are not usually approved without a committee hearing.

MAYOR/COUNCIL INPUT

(Grant Awards) Councilmember Holthus commended Kameron Kytonen for his grant writing and acquiring grants listed in the Consent Agenda.

ADJOURNMENT

Motion by Barthel, Seconded by Nelson, to adjourn. Motion carries unanimously. The meeting adjourned at 7:32 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary
TimeSaver OffSite Secretarial, Inc.

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