

**REGULAR ANDOVER CITY COUNCIL MEETING – MAY 15, 2018
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, May 15, 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
Public Works Director/City Engineer, David Berkowitz
City Attorney, Scott Baumgartner
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one was in the audience that wished to speak to the Council.

AGENDA APPROVAL

Supplemental information was submitted for Item #5 - Approve Refuse/Recycler Hauler Licenses.

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

APPROVAL OF MINUTES

April 25, 2018, Workshop Meeting: Correct as amended.

Mayor Trude requested a correction on page 5, line 24 and 25. She noted they were not discussing changes to the City Code, but rather discussing the use of or application of PUD requirements. She asked staff to review the comments at the end of each section, noting they agreed to an understanding of how Section A of the City Code would apply in line 35. It is not a Code change.

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

May 1, 2018, Regular Meeting: Correct as amended.

Councilmember Bukkila requested a correction on page 5, line 14, which attributed a comment to her when she was not present. Councilmember Holthus identified herself as the one who made that comment.

Motion by Bukkila, Seconded by Knight, to approve the minutes as presented. Motion carried unanimously. Motion carried on a 4-ayes, 1-present (Bukkila).

CONSENT ITEMS

Item 2 Approve Payment of Claims

Item 3 Adopt Resolution Setting Annual Income Level for Senior Citizen and Disabled Individuals for Deferral of Assessments & Reduced Sanitary Sewer Rates (See Resolution R033-18)

Item 4 Resolution for Extension to the City of Andover 2018 Comprehensive Plan Update (See Resolution R034-18)

Item 5 Approve Refuse/Recycler Hauler Licenses

Item 6 Approve Use of Verizon Lease Funds/18-14/Rose Park Sidewalk & Concession Pad

Item 7 Approve Park Exclusive Use Permit

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

ANOKA COUNTY SHERIFF'S OFFICE MONTHLY REPORT

Commander Lenzmeier gave the monthly Sheriff's report. The month was characterized with alcohol related issues and domestic matters. There was also a house fire where a resident was trapped inside. He reported there was a good cooperative effort with the fire department. There was also a possible diesel fuel leak that was reported to be leaking into Crooked Lake. The cause at this time is unknown. Body cams are going to be rolled out next week. They will be discontinuing buying sedans for the department in future years. They are looking for some options going forward but will still purchase sedans this year and then will be going to SUVs going forward.

Mayor Trude speculated that the DNR would pursue the cause of the diesel fuel leak.

PRESENTATION OF AUDIT REPORT

Mr. Dickinson introduced Peggy Moeller, CPA, an Audit Partner with the City's auditing firm,

Redpath and Company, Ltd., provided a presentation to the City Council related to the City of Andover Comprehensive Annual Financial Report (CAFR) as of December 31, 2017 and the corresponding Management Report. The City is required to have an independent audit conducted annually.

Ms. Moeller explained the City received a “clean” audit opinion. The City also received a GFOA Award for Excellence in Financial Reporting and have received this designation since 2003. There were no findings on internal control over financial reporting. There were no items of noncompliance noted. The general fund decreased \$7,129 for 2017. Revenues were over budget due to licenses and permits. Expenditures were almost all under budget by departments, except Recycling. The fund balance at December 31, 2017 was \$7,789,616. The minimal General Fund unassigned balance is \$5,970,617. The City also holds a 3% emergency fund balance. There is required communication that is considered in the audit and there were no findings. There were very positive results. She thanked the Finance Department for their cooperation.

Mayor Trude commented about the healthy fund balance with building projects coming up.

Councilmember Knight congratulated Mr. Dickinson and the Finance staff for their good work. Mr. Dickinson passed on his appreciation to members of the Finance Department and City department heads.

Mayor Trude indicated the positive outcome is from overall management, so all are to be congratulated, with every department being underspent. There is excellent management and good support to prepare the reports.

Councilmember Knight stated all departments coming in under budget is good.

Councilmember Bukkila noted it is more common to hear about spending down a City budget or cutting expenses to meet budget, rather than all departments coming in under budget.

Motion by Knight, Seconded by Goodrich, to accept the 2017 audit report. 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 has been involved in meetings related to the WDE site. Safety management and emergency response staff will be involved, if anything happens during this type of project. The contractor proposal will put a lot of pressure on experienced contractors. The State will be looking for a contractor that has done this kind of work before. Funding is looking promising for this session. The request is in the Senate and House bills as

well as the Governor's bill. The final bonding bill simply needs to be approved. He has attended meetings including the North Metro Mayors, QCTV and Youth First. Mr. Dickinson has also been following a tax bill that includes legislation related to reverse referendums in relationship to debt. He is also following legislation regarding transferring of assets specific to farms being transferred on to family members and retaining of exemptions.

Mr. Dickinson mentioned preparation is beginning for the annual Fun Fest. This year there will be a medallion hunt. There will be no charge to participate for the first year.

In addition, Mr. Dickinson reported he has been spending time with architects and stakeholders on the proposed Community Center Expansion and Public Works maintenance project.

(Public Works Director/City Engineer) Mr. Berkowitz stated the City started water main flushing on May 11th. As a result, residents may experience less water pressure. The water main is flushed every 2 years. The start was pushed back 2-3 weeks. There is irrigation this time of the year too, adding to the loss of pressure. This is not a major issue, but it can be an inconvenience at the time. Pot hole patching is behind due to the late snowfall. Street sweeping is starting as well, but it is 4-6 weeks late. There is work being done on placement of a memorial for Tony Emmerich, a long-time developer in the community. Emmerich's friends raised money for a memorial bench and plantings to be placed along the trail along Bunker Lake Boulevard by the Shadowbrook development, in recognition of what he did on behalf of the City. As for the Crosstown Boulevard Trail, the challenge is with the board walk design. If a longer time frame is taken for construction, going into the winter, the City can get a better price. In the meantime, the paved section will be completed. The design will come to the Council in the next few months. The Crosstown Boulevard overlay project will mean a road closure. This work will begin after Fun Fest on July 16th. Street reconstruction for 143rd Avenue, west of Round Lake Boulevard, is causing a street closure for 21 days. It will reopen for the rest of the reconstruction. There will be a Public Works Vehicle Maintenance Facility Open House in the City Council Chambers on May 23rd at 4:30 – 6:30 p.m.

MAYOR/COUNCIL INPUT

(WDE Site) Councilmember Holthus asked about the timeline for the clean-up of the WDE site. Mr. Dickinson stated they are waiting for funding to be approved in the legislature and then it will go for bid most likely in August. There will be some construction in the late fall, and then removal of the pit after the first of the year. Work will begin with assembling a large structure over the pit. It may take 2 months to get that ready and then only 2-3 weeks to remove the hazardous waste. All of that work is needed to make it a safe site. The timing also depends on the contractor selected. The project should be done in early 2019. The City's financial commitment is zero. This is a State of Minnesota project. The City will be partnering with the State on communications with residents. It will be a major disruption to residents and it is important to get it done right.

Mayor Trude commented it is not a City problem but a State problem in the City's backyard.

Mayor Trude complimented staff on pot hole patching. She indicated the City has a tool to compact the pot hole patching material now. She went on to explain there is an online reporting tool to report a pot hole or broken curb, drainage problem, etc. It is a handy tool for tech savvy residents and the request goes right to the department.

(Fun Fest) Fun Fest is on the 14th of July. Volunteers are always needed. Residents should check out the Facebook page or the City newsletter.

Mayor Trude indicated there will be a big workshop meeting next week to go over issues that are not ready for “prime time” but the public is always welcome to attend.

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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