

**REGULAR ANDOVER CITY COUNCIL MEETING – MAY 19, 2020
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, May 19, 2020, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Sheri Bukkila, Valerie Holthus, Jamie Barthel, and Ted Butler

Councilmember absent: None

Also present: City Administrator, Jim Dickinson
City Attorney, Scott Baumgartner
City Engineer/Public Works Director, Dave Berkowitz
Community Development Director, Joe Janish
Recreational Facilities Manager, Erick Sutherland
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one appeared before the Council.

AGENDA APPROVAL

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

APPROVAL OF MINUTES

May 5, 2020 Regular Meeting

Motion by Bukkila, Seconded by Barthel, to approve the May 5, 2020 Regular meeting minutes as presented. Motion carried unanimously.

May 11, 2020 Board of Review

Motion by Bukkila, Seconded by Butler, to approve the May 11, 2020 Special Board of Review meeting minutes as presented. Motion carried unanimously.

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Accept Petition/Waive Public Hearing/Order & Approve Feasibility Report/Order Assessment Roll/20-33/3522 – 142nd Avenue NW/WM (See Resolution R043-20)
- Item 4 Approve Refuse/Recycler Hauler Licenses
- Item 5 Order Plans & Specs/Prairie Knoll Park North Parking Lot/20-18 (See Resolution R044-20)
- Item 6 Approve Resolution/Advanced Municipal State Aid Funding (See Resolution R045-20)
- Item 7 Receive April 2020 City Investment Reports
- Item 8 Receive April 2020 General Fund Budget Progress Report
- Item 9 Approve Massage Therapist License
- Item 10 Approve Resolution Approving State of Minnesota Joint Powers Agreements with the City of Andover on Behalf of its City Attorney & Police Department (See Resolution R046-20)

Motion by Bukkila, Seconded by Barthel, to approve of the Consent Agenda as read. Motion carried unanimously.

ANOKA COUNTY SHERIFF’S OFFICE MONTHLY REPORT

Commander Paul Lenzmeier provided a monthly report for April stating the Department responded to 1,166 calls for service resulting in 0 burglaries, 15 thefts, 10 damage to property reports, 4 felony arrests, 1 gross misdemeanor arrests, and 9 misdemeanor arrests. The Department made 61 traffic stops and issued 29 citations and 1 DWI. Officers are staying safe by not handling drivers’ licenses but taking a picture of it with their cell phones. Commander Lenzmeier explained the calls for service at the Deputy level is down but calls for Community Service Officers are up, especially in animal complaints (81 calls year to date). He noted significant events in the month including a vehicle fleeing the scene of a known drug house. The vehicle continued fleeing until it was pursued by an Anoka Officer and crashed in the City of Fridley. Commander Lenzmeier reported a fire incident on April 30th with loss of property.

CONSIDER AMENDMENT TO CITY CODE TITLE 12, CHAPTER 13, SECTION 22: INTERIM PERFORMANCE STANDARDS - CITY OF ANDOVER (APPLICANT)

Community Development Director Janish explained City staff have reviewed several sections of the City Code to correct issues of consistency, clarity, or relevance. He explained one of the items to be reviewed is Interim Performance Standards. He stated the City has been using a Conditional Use Permit and that a better tool to use is the Interim Use Permit. He reported the Planning and Zoning Commission held a public hearing, discussed the amendment, and provided a positive recommendation. He explained the existing Conditional Use Permits will be honored, however, if an applicant came in for an amendment, they City may convert it to an Interim Use Permit.

Motion by Bukkila, Seconded by Barthel, to approve Ordinance 505 amending City Code Title 12: Zoning Regulations, Chapter 13: Performance Standards, Section 22: Interim Performance Standards and approve the summary ordinance for publication. Motion carried unanimously.

CONSIDER AMENDMENT TO CITY CODE TITLE 12, CHAPTER 13, SECTION 8: OFF-STREET PARKING REQUIREMENTS - CITY OF ANDOVER (APPLICANT)

Community Development Director Janish explained this is another item that staff would like to make more clear. He stated staff has traditionally interpreted the ordinance to not allow parking on the side or front of yard unless there is an impervious surface. He explained the proposed language removes ambiguity. Mr. Janish stated the Planning and Zoning Commission held a public hearing, discussed the language change, and provided a positive recommendation to the Council.

Mayor Trude stated a motorhome being parked on a driveway that is paved is acceptable whereas the same motorhome parked on a lawn is not acceptable. Mr. Janish stated that is correct. Councilmember Bukkila asked what surface pavers counted as. Mr. Janish replied they are considered impervious and the City would allow parking on them. Councilmember Holthus inquired if Class V gravel was acceptable. Mr. Janish replied that Class V is not considered impervious and is not acceptable in the R4 zoned area.

Mayor Trude announced that if people have questions about this code or any other City code, they should call City Hall and the receptionist will direct them to the proper staff member.

Motion by Holthus, Seconded by Butler, to approve Ordinance 506 amending City Code Title 12: Zoning Regulations, Chapter 13: Performance Standards, Section 8: Off-Street Parking Requirements and summary ordinance for publication. Motion carried unanimously.

CONSIDER CITY CODE AMENDMENTS RELATED TO "SIGHT TRIANGLES" ("CLEAR VIEW TRIANGLES") IN TITLE 12- ZONING REGULATIONS, CHAPTER 2; - RULES AND DEFINITIONS, 2 - DEFINITIONS; TITLE 12 ZONING REGULATIONS, CHAPTER 13 - PERFORMANCE STANDARDS, 6 - LANDSCAPING OF NONRESIDENTIAL PROPERTIES - SUBSECTION G- RESTRICTIONS (3); - CITY OF ANDOVER (APPLICANT)

Mayor Trude explained the City is making a change to wording which applies to these sections of the City Code. Community Development Director Janish explained the sight triangle and clear view triangle are mentioned several places in the City Code. He stated staff is recommending using consistent language throughout the Code. Mr. Janish is requesting to eliminate the term clear view triangle and replace it with the term sight triangle. He displayed an image illustrating a sight triangle and provided a definition of 15 feet on either side of the corner with 2-10 feet in height. Mr. Janish stated the Planning and Zoning Commission held a public hearing, discussed the language change, and provided a positive recommendation to the Council.

Mayor Trude stated staff periodically inspects these corners to maintain the sight triangle. She asked that residents maintain these areas and keep the sight triangle clear.

Motion by Barthel, Seconded by Bukkila, to approve Ordinance 507 amending Andover City Code Sections 12-2-2 And 12-13-6g regarding sight triangles. Motion carried unanimously.

EMERGENCY RESPONSE UPDATE (COVID-19)

City Administrator Dickinson gave an update on the City's Emergency Response to COVID-19. He explained the Governor changed the Stay at Home Order to a Stay Safe Order. He explained the City's Emergency Response is in effect until June 12th. He said the City is maintaining current operations through June 12th and indefinitely moving forward. The City has seen more employees coming back to work and several are still working from home. Mr. Dickinson explained the City is working with restaurants that are planning to open June 1st on liquor licenses and allowing more outdoor seating. Mr. Dickinson stated staff will react accordingly to State guidelines.

Mayor Trude asked Mr. Dickinson to update the public on the parks. Mr. Dickinson replied the parks are open and there are signs advising the public of social distancing. Mayor Trude explained there has been significant education about COVID-19 and the public can use the parks at their own risk and using their own judgement. Mayor Trude expressed the appreciation the public has for the City to continue services during the Stay at Home order.

Councilmember Bukkila stated she is pleased to see some changes to allow businesses to open. She stated this process requires patience and she is willing to wait and see how the phased opening plan affects the City and residents. She stated there is still an issue with the PPE supply line. She explained the hospitalization rate is staying stable. She is hoping the State can stay on this course and urged residents to be kind to each other.

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.

(Administrative Staff Report) Mr. Dickinson stated the City has 40 new home starts this year. He reported the Finance Department is working on the 2021 Budget and 2019 Audit. The Audit is taking more time due to the Stay at Home Order and will be presented to Council in June.

(Public Works/Engineering) Mr. Berkowitz provided an update about construction projects. He stated Jay and Martin Streets are complete. He stated the County hopes to have Hanson Boulevard completed in about 6 weeks. Mr. Berkowitz stated the Public Works facility is in the punch list stage. He explained staff are not sharing vehicles, but they are fully staffed. Mr. Berkowitz asked for patience from the community as staff work on projects. Mayor Trude requested that residents give City staff space if they see them working and not approach too

closely to ask questions.

(Community Development) Mr. Janish stated the City has received more calls for code enforcement as people are spending more time at home. Mr. Janish said staff are working on the Comprehensive Plan and will bring the update to the Council at a future meeting. He provided an update to the Council on the activities of the Planning and Zoning Commission. Mr. Janish stated Andover has 86% response rate for the Census and is number one in the Nation for cities their size.

(Community Center Expansion) Mr. Sutherland provided an update on the sports complex, field house, meeting rooms, and entry way. He stated construction is going well and is able to move quickly with the building being closed.

MAYOR/COUNCIL INPUT

(Public Works Facility) Councilmember Holthus stated the new public works maintenance facility looks great.

(Mayor's Meetings) Mayor Trude announced she attended the Minnesota's Mayors Meeting virtually and heard how other communities are impacted by COVID-19. She stated she will attend the North Metro Mayors meeting virtually and will be discussing the traffic corridors funding.

ADJOURNMENT

Motion by Butler, Seconded by Holthus, to adjourn. Motion carried unanimously. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary
TimeSaver Off Site Secretarial, Inc.

REGULAR ANDOVER CITY COUNCIL MEETING MINUTES – MAY 19, 2020
TABLE OF CONTENTS

PLEDGE OF ALLEGIANCE..... 1
RESIDENT FORUM..... 1
AGENDA APPROVAL..... 1
APPROVAL OF MINUTES..... 1
CONSENT ITEMS..... 2
Item 2 Approve Payment of Claims..... 2
Item 3 Accept Petition/Waive Public Hearing/Order & Approve Feasibility Report/Order
Assessment Roll/20-33/3522 – 142nd Avenue NW/WM (R043-20)..... 2
Item 4 Approve Refuse/Recycler Hauler Licenses..... 2
Item 5 Order Plans & Specs/Prairie Knoll Park North Parking Lot/20-18 (R044-20)..... 2
Item 6 Approve Resolution/Advanced Municipal State Aid Funding (R045-20)..... 2
Item 7 Receive April 2020 City Investment Reports..... 2
Item 8 Receive April 2020 General Fund Budget Progress Report..... 2
Item 9 Approve Massage Therapist License..... 2
Item 10 Approve Resolution Approving State of Minnesota Joint Powers Agreements with the
City of Andover on Behalf of its City Attorney & Police Department (R046-20)..... 2
ANOKA COUNTY SHERIFF’S OFFICE MONTHLY REPORT..... 2
CONSIDER AMENDMENT TO CITY CODE TITLE 12, CHAPTER 13, SECTION 22:
INTERIM PERFORMANCE STANDARDS-CITY OF ANDOVER (Ord. 505) 2
CONSIDER AMENDMENT TO CITY CODE TITLE 12, CHAPTER 13, SECTION 8: OFF-
STREET PARKING REQUIREMENTS - CITY OF ANDOVER (APPLICANT) (Ord. 506)..... 3
CONSIDER CITY CODE AMENDMENTS RELATED TO "SIGHT TRIANGLES" ("CLEAR
VIEW TRIANGLES") IN TITLE 12- ZONING REGULATIONS, CHAPTER 2; - RULES AND
DEFINITIONS, 2 - DEFINITIONS; TITLE 12 ZONING REGULATIONS, CHAPTER 13 -
PERFORMANCE STANDARDS, 6 - LANDSCAPING OF NONRESIDENTIAL
PROPERTIES - SUBSECTION G- RESTRICTIONS (3); - CITY OF ANDOVER
(APPLICANT) (Ord. 507)..... 3
EMERGENCY RESPONSE UPDATE (COVID-19)..... 4
ADMINISTRATOR’S REPORT..... 4
(Administrative Staff Report)..... 4
(Public Works/Engineering)..... 4
(Community Development)..... 4
(Community Center Expansion)..... 5
MAYOR/COUNCIL INPUT..... 5
(Public Works Facility)..... 5
(Mayor’s Meetings)..... 5
ADJOURNMENT..... 5