

***REGULAR ANDOVER CITY COUNCIL MEETING – JUNE 1, 2021
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Sheri Bukkila, June 1, 2021, 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

Councilmember absent: None

Also present: City Administrator, Jim Dickinson
Public Works Director/City Engineer, Dave Berkowitz
Associate Planner, Jake Griffiths
City Attorney, Scott Baumgartner
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

Mary Quigley, 4860 – 159th Avenue, came forward and stated the City placed no parking signs on her street. She said the City worker explained the signs were up many years ago but had disappeared, so they came out to put them back up. She asked her neighbors about it and found the signs were put up when kids would park and party by the river. The neighborhood no longer has this issue, and she finds no purpose for the no parking signs. She asked that the signs be removed or at least removed from one side of the street.

Mayor Bukkila asked Ms. Quigley to pass the information to City Administrator Dickinson. Mr. Dickinson stated the City would evaluate why the signs were originally put up. He said it may be because of the classification of the street or a resolution was put in place declaring no parking. He stated staff will research the issue and will follow up with the resident.

AGENDA APPROVAL

City Administrator Dickinson requested supplemental information be added to Consent Agenda:

- Item 4a Approve Lease Agreement with Anoka-Hennepin School District for Fun Fest
- Item 4b Accept Dedication and Utility Drainage Easement for the Andover Village Development
- Item 4c Approve Park Exclusive Use Permit for Andover Fastpitch Association for Sunshine Park
- Item 4d Approve Temporary Intoxicating Liquor License for Andover Lions for Fun Fest

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

APPROVAL OF MINUTES

May 18, 2021 Regular Meeting

Motion by Barthel, Seconded by Nelson, to approve the May 18, 2021 Regular Meeting Minutes as presented. Motion carried unanimously.

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Approve COVID-19 Preparedness Plan - Updated
- Item 4 Approve an Extension of Repurchase Rights Deadline Agreement – Winslow Cove 2nd Addition, Lot 5, Block 3
- Item 4a Approve Lease Agreement with Anoka-Hennepin School District for Fun Fest
- Item 4b Accept Dedication and Utility Drainage Easement for the Andover Village Development
- Item 4c Approve Park Exclusive Use Permit for Andover Fastpitch Association for Sunshine Park
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Motion by Butler, Seconded by Nelson, to approve the Consent Agenda as read. Motion carried unanimously.

2020 AUDIT PRESENTATION – REDPATH AND COMPANY, LTD

City Administrator Dickinson reported the City is required to have an independent audit conducted annually. The 2020 Audit was conducted throughout the months of January, February, March, April, and May. Mr. Dickinson stated the Andover City Council is requested to receive a presentation and make a motion to receive the presentation from Redpath and Company, Ltd. on the City of Andover Comprehensive Annual Financial Report as of December 31, 2020, the corresponding Management Report, report on internal controls, report on compliance for each major Federal award, independent auditor's report, report on legal compliance and a communication with those charged with governance.

Andy Hering, CPA, an Audit Director with the City's auditing firm, Redpath and Company, Ltd., came forward to present the 2020 Audit. Mr. Hering reviewed the 2019 Award the City received for excellence in Financial Reporting. Mr. Hering presented the results of the 2020 Audit and stated there were no findings. He summarized the audit process and reports the Company provides.

Councilmember Holthus referred to the demographic section of the report and asked if the number of workers employed by Andover businesses referred to Andover residents or to anyone working in Andover. Mr. Dickinson responded the number of workers referred to anyone who worked at an Andover business, and not just residents.

Councilmember Holthus congratulated Mr. Dickinson and City staff for receiving the reporting award.

Motion by Butler, Seconded by Barthel, to receive the presentation from Redpath and Company, Ltd. and the City of Andover Comprehensive Annual Financial Report as of December 31, 2020, the corresponding Management Report, report on internal controls, report on compliance for each major Federal award, independent auditor's report, report on legal compliance and a communication with those charged with governance. Motion carried unanimously.

CONSIDER CONDITIONAL USE PERMIT/PRIVATE UTILITY STRUCTURES/14371 7TH AVENUE NW/NORTHERN NATURAL GAS COMPANY (APPLICANT)

The City Council is asked to consider a Conditional Use Permit Amendment request from Northern Gas Company. Associate Planner Griffiths explained as part of general site maintenance, Northern Natural Gas Company is proposing to remove an existing 12' x 16' metering building and replace it with a new 14' x 26' metering building at their site located at 14371 - 7th Avenue NW. He reported the Planning and Zoning Commission held a public hearing, received no comments, and unanimously recommended approval.

Motion by Barthel, Seconded by Nelson, to approve Resolution No. R048-21 amending a Conditional Use Permit for Expansion of Private Utility Structures Located at 14371 7th Avenue NW (PID# 30-32-24-42-0002). 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.

(City Administration)- Mr. Dickinson updated the Council on meetings he is attending and items he is working on. The City is expecting several development submittals which will come before the Council in the near future. He stated the City is expecting over \$3.4 - \$3.8 million from Federal COVID Relief funding. Mr. Dickinson reported City crews are working

on pothole repair, mowing, and traffic counts.

MAYOR/COUNCIL INPUT

(Fun Fest) – Mayor Bukkila reported Fun Fest is being planned and is a great way to meet your neighbors, participate, and volunteer.

(Zamboni Driver) – Mayor Bukkila announced the Community Center is hiring for a part-time Zamboni driver. Applicants must be 18 or older.

ADJOURNMENT

Motion by Barthel, Seconded by Butler, to adjourn. Motion carried unanimously. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

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

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