

***REGULAR ANDOVER CITY COUNCIL MEETING – JUNE 16, 2020
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, June 16, 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
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

Andrew Hoffman, 573-140th Lane NW, came forward and stated he is disappointed in the Council regarding equity and not making stronger statements. He stated he would like the City to support and make stronger statements around Juneteenth.

Mayor Trude replied the City does not have any celebrations planned and the City is only conducting essential business at this time. Mayor Trude informed the resident that the Council is apolitical and is elected to do the City's business.

Mr. Hoffman asked the Council to make a statement supporting its residents. Mayor Trude replied the Council will take it under advisement.

AGENDA APPROVAL

City Administrator Dickinson added Item 6A to approve additional refuse and recycler haulers license.

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

APPROVAL OF MINUTES

June 2, 2020 Regular Meeting

Mayor Trude asked to change complimentary to complementary (location not identified).

Motion by Barthel, Seconded by Butler, to approve the June 2, 2020 Regular meeting minutes as amended. Motion carried 3 ayes, 0 nays, 2 present (Bukkila and Holthus).

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Approve Additional Fencing/Public Works North Yard Fencing/20-30
- Item 4 Declare Surplus Equipment
- Item 5 Receive May 2020 General Fund Budget Progress Report
- Item 6 Receive May 2020 City Investment Reports
- Item 6A Approve Recycler and Refuse Haulers License

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 May stating the Department responded to 1,371 calls for service resulting in 3 burglaries, 16 thefts, and 5 damage to property. The Department made 12 felony arrests, 3 gross misdemeanor arrests, 11 misdemeanor arrests, 2 DWI arrests, and 3 domestic assault arrests. Commander Lenzmeier reviewed significant events occurring in Andover. On May 1st, the Department responded to a child that was burnt with gasoline. On May 9th, there was a report of gun shots and deputies apprehended the suspects and handgun. Commander Lenzmeier stated the community is getting busier. He noted an unauthorized event at Lake George and Sunshine Park. An incident at Sunshine Park resulted in a call reporting an assault where a man was lured to the park and attacked. Sheriff's Office made an arrest in the case.

2019 AUDIT PRESENTATION/REDPATH AND COMPANY, LTD

City Administrator Dickinson stated the City is required to have an independent audit conducted annually. Mr. Dickinson introduced Andy Hering, CPA and Audit Director with the City's auditing firm, Redpath and Company, Ltd. Mr. Dickinson stated at the close of the presentation the Council will need to make a motion receiving the report.

Mr. Hering presented an overview of the audit report his organization conducted for the City. Mr. Hering stated the audit takes a detailed look at the City's financial transactions, internal controls, legal compliance, and communication with those who govern. Redpath did not find any issues under these categories. Mr. Hering stated the City's General Fund balance increased by \$1.2 million mainly due to an increase in revenue. He said the City's General Fund balance is at \$9.3 million. Mr. Hering showed where the General Fund balance is allocated to. Mr. Hering stated the City did a good job managing financials in 2019.

Councilmember Butler thanked City staff for their work in managing the City's financials and participation in the audit process.

Mayor Trude stated her appreciation for Mr. Hering and Redpath for their work and ensuring the City is managing its finances well.

Councilmember Bukkila affirmed the importance of a third-party report which is available for the public to review and gives them confidence in the City's financial operations. She said she receives positive feedback from residents who have contacted the City asking about financial transactions.

Mayor Trude stated the document has a section describing the City, history, largest employer, and other informative data for the public to review.

Motion by Barthel, seconded by Bukkila, to receive the 2019 Audit Report. Motion carried unanimously.

EMERGENCY DECLARATION RESPONSE (COVID-19) UPDATE

City Administrator Dickinson explained the Governor extended the Emergency Declaration through June 26th. He stated the City has continued to remain open and put in place plans to ensure safety. He explained playgrounds, but not parks, were closed and then reopened. He stated the Senior Center and Community Center are currently closed. Mr. Dickinson explained the Community Center is closed mainly due to construction and will reopen as construction progress permits. Mr. Dickinson informed the Council the Governor has required all essential business to develop and implement a COVID-19 Preparedness Plan by June 30, 2020.

Mr. Dickinson explained the Fire Department will be resuming business as usual wearing PPE. He stated building inspectors are now entering homes for physical inspections and the City is using temporary contract staff to catch up on inspections. The City is not approving solicitor's permits for another few weeks as well, however, campaigning, school related issues, and religious institutions are exempt.

Councilmember Barthel stated residents have reported driveway sealers have taped flyers to doors and asked if they needed a permit. Mr. Dickinson replied that dropping off information is not considered solicitation. He explained that door knocking, and face-to-face interactions require a permit, if appointments are made with residents, that does not require a permit.

Councilmember Butler asked how the City is conducting the process of notifying employees if they have been exposed to a COVID positive individual. Mr. Dickinson replied City staff is conducting tracing and taking the lead, pursuant to our preparedness plan policy.

Mr. Dickinson affirmed the City has a good policy and more employees are returning to work that were working from home.

Motion by Bukkila, Seconded by Butler, to approve the COVID-19 Preparedness Plan. Motion carried unanimously.

Mayor Trude stated the Council is meeting in person and following social distancing guidelines.

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 not had a public hearing that would draw big crowds of residents. If the City anticipates a hearing with a large number of people, they will set a plan in place. He stated the City has met the budget projection for the year on new home construction at 50. Mr. Dickinson has participated in several developer meetings. Mr. Dickinson said the City is at 86% for census participation, 49th best in the Nation and 3rd best in Minnesota, and 1st in Anoka County.

MAYOR/COUNCIL INPUT

(COVID-19 Assistance) Mayor Trude stated the State will disseminate funding for local expenses related to COVID-19. She hopes there will be assistance to small businesses soon through the City, with Federal funds distributed by the State.

(Parks and Trails) Mayor Trude stated the parks and trails are busy and construction is underway for several trails.

(George Floyd/And Juneteenth) Councilmember Butler stated he has received inquiries about Andover being an inclusive community. He responded that he is committed to Andover being a welcoming and inclusive city. He stated he believes the entire Council feels that way.

Councilmember Holthus stated she agrees with Councilmember Butler and is active in her role as President of the Local Teacher's Union in promoting diversity. She stated she is heartbroken over the George Floyd incident and has personally hosted a supply and food drive. She stated residents should be assured that Councilmembers have compassion and support inclusivity.

Mayor Trude stated the Council does not organize events supporting causes, but does support fairness, diversity, and inclusivity.

Councilmember Barthel thanked Mr. Hoffman for coming and for his courage in sharing his thoughts. Councilmember Barthel stated the City's motto is "Welcome Home". He expressed that he expects all residents to be treated the same.

Mayor Trude stated each Councilmember can give their opinion individually, but as a collective

body, an item would need to be presented at a meeting to be discussed. Councilmember Bukkila said the Council does not engage in any celebratory moments and remains neutral. She stated celebrations are up to the residents. The Council and City focus on providing government and services to the City as a whole. She said the City's intent is not to keep anybody out but serving everyone.

ADJOURNMENT

Motion by Bukkila, Seconded by Barthel, to adjourn. Motion carried unanimously. The meeting adjourned at 8:02 p.m.

Respectfully submitted,

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

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