

**REGULAR ANDOVER CITY COUNCIL MEETING – OCTOBER 15, 2019  
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, October 15, 2019, 7:06 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila, Valerie Holthus and Jamie Barthel

Councilmember absent: None

Also present: City Administrator, Jim Dickinson  
Community Development Director, Joe Janish  
Director of Public Works/City Engineer, David Berkowitz  
City Attorney, Scott Baumgartner  
Others

***PLEDGE OF ALLEGIANCE***

***RESIDENT FORUM***

No one wished to address the Council.

***AGENDA APPROVAL***

Mayor Trude noted the changes to the agenda as follows:

Addition of Item #8b Approve Temporary Intoxicating Liquor License

Move Item #10 to after Items #11 and #12

Remove Items #13 and #15

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

***APPROVAL OF MINUTES***

*September 24, 2019, Workshop Minutes:* Correct as amended.

Mayor Trude requested a correction on page 4, line 9 change the phrase “in case by case” to “on a case by case basis.”

Mayor Trude requested a correction on page 7, line 28 change “various housing types” to “a variety of housing types.”

**Motion** by Holthus, Seconded by Knight, to approve the September 24, 2019, Workshop minutes as indicated above. Motion carried unanimously.

*October 1, 2019, Workshop and Regular Meeting Minutes:* Correct as written.

**Motion** by Holthus, Seconded by Knight, to approve the October 1, 2019 Workshop and Regular meeting and workshop minutes as presented. Motion carried unanimously.

### **CONSENT ITEMS**

Item 2 Approve Payment of Claims

Item 3 Approve Appointment – City Planner

Item 4 Accept Retirement of Jerry Streich - Fire Chief

Item 5 Approve 2020 Polling Locations (See Resolution R080-19)

Item 6 Approve Final Plat – Estates of Cedar Ridge – Bergeron Developers, LLC – Joshua Bergeron (See Resolution R081-19)

Item 7 Award Bid & Quotes/17-26/Andover YMCA Community Center Expansion

Item 8 Approve 2019 Amended and Restated Joint Powers Agreement for a Coalition of Metropolitan Communities/North Metro Mayors Association

Item 8b Approve Temporary Intoxication Liquor License for a Veterans Organization at Bunker Hills Park Activity Center

**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 Lenzmeier provided the September Sheriff's Office report including 1485 calls for service, 11 felony arrests, 7 gross misdemeanor arrests, and 23 misdemeanor arrests. In addition, the Sheriff's Office reported 7 DWI's, of which, 4 were drug related. Mayor Trude asked if it took more time to do the drug related tests. Commander Lenzmeier stated specially trained officers are called in and need to acquire a warrant, so yes, it does take more time. Mayor Trude expressed her thanks. Commander Lenzmeier detailed several significant events and provided an update on the attempted robbery in August, informing the Council that the suspect has been identified and arrested. Commander Lenzmeier stated that officers will be out in full force on Halloween to keep residents safe.

### **HOLD PUBLIC HEARING/ADOPT ASSESSMENT ROLL/18-38/UNIVERSITY AVENUE NW RECONSTRUCTION**

Director of Public Works Berkowitz presented background on the project explaining University Avenue from Andover Boulevard to 157<sup>th</sup> Avenue was reconstructed during the summer of 2019. The project was jointly funded between the cities of Andover and Ham Lake. Mr. Berkowitz showed a video of the road before and after the construction process.

Mr. Berkowitz detailed the cost of the project per unit and discussed an agricultural property comprising of 4 units. Mr. Berkowitz explained the assessment process, how residents can pay, the objection process, and deferral process. The final assessment amount was determined to be \$7,198.07 per unit to be assessed over an 8-year period at 4.5% interest.

**Motion** by Holthus, Seconded by Knight, to open the public hearing at 7:24 p.m. Motion carried unanimously.

Richard MacGlover, 15245 University Avenue NE, Ham Lake, came forward and spoke about flooding from water running off the road. He stated water runs into a nearby sod field and stands for long periods of time. He would have liked to see the city address the drainage when road was reconstructed.

No one else wished to speak.

**Motion** by Holthus, Seconded by Knight, to close the public hearing at 7:26 p.m. Motion carried unanimously.

Mayor Trude asked Mr. Berkowitz to address the Mr. MacGlover's concern.

Mr. Berkowitz stated the City approached the City of Ham Lake and they indicated they weren't interested in addressing the issue of drainage. Mr. Berkowitz stated the drainage issue Mr. MacGlover addressed is on the Ham Lake side of the road and not an issue that Andover could resolve on their own.

Mayor Trude asked City Attorney Mr. Baumgartner about the normal course of water and liability.

Mr. Baumgartner responded if the water is on a normal course and not altered by City due to construction or reconstruction, it is the property owner's responsibility to remedy.

Mr. MacGlover stated the water runs on the Ham Lake side and has increased since the road was paved.

Mayor Trude explained the City attempts to work with the City of Ham Lake, however, the City cannot take action because the issue is not within its boundaries.

**Motion** by Bukkila, Seconded by Holthus, to adopt Resolution No. R083-19 approving the assessment roll for the improvement of Project No. 18-38, University Avenue NW Reconstruction. Motion carried unanimously.

***HOLD PUBLIC HEARING: VACATION OF DRAINAGE AND UTILITY EASEMENT – 16381 INCA STREET NW, MICAH AND ABBEY PAYEUR***

Community Development Director Janish presented information in the staff report stating the

property owner is seeking to vacate a portion of the existing drainage and utility easement across parts of the residential lot located at 16381 Inca Street NW within the Silver Meadows West subdivision. Mr. Janish displayed a drawing showing the area on a map. Mr. Janish explained the property owner is requesting the vacation of easement to increase the usable area for the construction of an accessory structure. Mr. Janish stated the easement can be confined and still provide an adequate drainage and utility easement.

**Motion** by Bukkila, Seconded by Barthel to open the public hearing at 7:35 p.m. Motion carried unanimously.

No one wished to address this item.

**Motion** by Bukkila, Seconded by Knight, to close the public hearing at 7:35 p.m. Motion carried unanimously.

**Motion** by Bukkila, Seconded by Holthus, to adopt Resolution No. R084-19 granting the vacation of drainage and utility easement at 16381 Inca Street NW. Motion carried unanimously.

***HOLD PUBLIC HEARING/CONSIDER RESOLUTION ADOPTING 2020-2024 CAPITAL IMPROVEMENT PLAN***

City Administrator Dickinson detailed the information in the staff report and presented a summary of the Capital Improvement Plan (CIP). He stated the document is available for public viewing in the Finance Department at City Hall and will be posted on the City website when approved. Mr. Dickinson stated the CIP document is the product of numerous staff meetings and workshops with the City Council throughout the year. Mr. Dickinson detailed the process and timeline for items listed in the CIP. Mr. Dickinson briefly reviewed the annual expenditures stating the average annual expenditure in the CIP is \$7-9 million per year, with 2019 being an anomaly due to the City Campus improvements. Mr. Dickinson stated the City Council is requested to hold a Public Hearing to give the public the opportunity to comment on the proposed 2020-2024 Capital Improvement Plan.

**Motion** by Knight, Seconded by Holthus, to open the public hearing at 7:43 p.m. Motion carried unanimously.

At this time, there were no residents in the Chambers, and no one wished to address this item.

**Motion** by Holthus, Seconded by Barthel, to close the public hearing at 7:43 p.m. Motion carried unanimously.

**Motion** by Barthel, Seconded by Knight, to adopt Resolution No. R082-19 approving the City of Andover 2020–2024 Capital Improvement Plan.

Mayor Trude stated Council and staff put a lot of time and effort into developing the CIP and

indicated most of the CIP funding is going to roads.

Councilmember Bukkila stated there are projects in the CIP that not everyone agrees on but there was a lot of discussion and many meetings throughout the year to reach this point. She stated this document is fluid and not written in concrete.

Councilmember Holthus thanked staff for their work on the CIP. Councilmember Knight concurred.

Mayor Trude stated there was a lot of work behind the scenes and thanked staff for taking the time to evaluate the City's needs and set priorities. Mr. Dickinson stated most of the time and effort was conducted by Finance and Public Works.

Motion carried unanimously.

***CONSIDER CONDITIONAL USE PERMIT (CUP) – INTERIM PERFORMANCE STANDARDS AND EXTERIOR STORAGE – 3098 162ND LANE NW – BEST OUTDOOR SERVICES INC./TOM ROSSMEISL***

Mayor Trude acknowledged the applicant has withdrawn the application for a CUP.

***CONSIDER RESOLUTION CALLING FOR PUBLIC HEARING ON THE ISSUANCE OF A REVENUE NOTE/CONDUIT FINANCING FOR THE YMCA OF THE GREATER TWIN CITIES***

City Administrator Dickinson reviewed the information in the staff report with the Council. He stated the City Council is requested to approve a resolution calling for a public hearing on the issuance of a revenue note and authorizing the publication of a notice of hearing for the YMCA of the Greater Twin Cities Project.

Mr. Dickinson stated the City is entering into a conduit financing agreement with the YMCA and explained that the City is lending its name to facilitate financing for the Community Center expansion project. Mr. Dickinson stated the City has no obligation for payment of the debt and the YMCA will have a financing agreement directly with the lender. The loan for the YMCA is not charged against the City credit and the City is charging the YMCA .25% to cover staff and legal expenses.

Mr. Dickinson explained the YMCA is seeking \$6.65 million to add gym space, childcare area, studio space, fitness equipment, an elevator, remodeling the front entry, and contributing to additional parking.

***Motion*** by Knight, Seconded by Barthel, to adopt Resolution No. R085-19 calling for a Public Hearing at 7:00 p.m. on Wednesday, November 6, 2019 on the issuance of a revenue note and authorizing the publication of a notice of hearing t herefor (YMCA of the Greater Twin Cities Project). Motion carried unanimously.

***CONSIDER REQUEST OF DEVELOPER FOR THE VILLAS AT CROSSTOWN WOODS DEVELOPMENT***

Mayor Trude acknowledged the developer has formally withdrawn his request.

***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 there are 95 new home permits this year. Mr. Dickinson updated the Council on several projects, including Andover High School, the Public Works and Community Center expansion, Legacy Christian Academy, and Riverdale Assembly of God. He stated the WDE waste removal project is going well, with completion of drum removal. He stated the next stage is removal of soil under the pit taking around 30-45 days. Mr. Dickinson reminded the Council of a workshop meeting and a joint meeting with the Park and Recreation Commission on October 22<sup>nd</sup>. Mr. Dickinson recognized the retirement of Jerry Streich effective January 31, 2020. He stated the City is beginning the recruitment process and hopes to have the new Chief on staff by the end of the year to work with Chief Streich for a month. Mr. Dickinson commended Chief Streich on his service and dedication to the City of Andover.

***(Public Works/Engineering Department Report)*** Mr. Berkowitz updated the Council on the Public Works project stating the anticipated occupancy date for the cold storage building is December 1<sup>st</sup> and the vehicle maintenance building is February or March of 2020. Mr. Berkowitz stated staff is preparing for 2020 street reconstruction projects and will be hosting neighborhood information sessions in November and December. Mr. Berkowitz updated Council on the Hanson Boulevard project indicating the final wear coat will be applied this week and hopefully the streetlights will be installed before winter.

***(Community Development Department Report)*** Mr. Janish informed the Council that he is working with Engineering on the 2040 Comprehensive Plan. He indicated his department is reviewing commercial site plans and working with property owners on their projects. He stated Mr. Griffiths is working with residents on code enforcement issues in their neighborhoods.

***MAYOR/COUNCIL INPUT***

***(Community Center Advisory Commission)*** Mayor Trude announced she is an alternate representative for the Community Center Advisory Commission. The Facilities Manager is meeting to see if they can improve lighting and signage in the parking lot to make it safer for community center patrons. She stated residents can get updates through the website and Facebook. Mayor Trude shared that there are over 100 participants signed up for skating lessons and over 100 participants for indoor soccer. She announced the YMCA will be holding a free

Halloween event and a free Cookies with Santa event. The Hockey Association has 2 more teams than last year, bringing the total of teams to 19. She announced the projected opening for full operation of the Community Center will be October 2020  
**(Cub Scouts)** Mayor Trude is meeting with a Cub Scout Pack this week.

***ADJOURNMENT***

***Motion*** by Holthus, Seconded by Bukkila, to adjourn. Motion carried unanimously. The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary

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