REGULAR ANDOVER CITY COUNCIL MEETING – NOVEMBER 19, 2019
MINUTES

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, November 19, 2019, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

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

Councilmember absent: Jamie Barthel

Also present: City Administrator, Jim Dickinson
City Attorney, Scott Baumgartner
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one wished to address the Council.

AGENDA APPROVAL

Mayor Trude noted the supplemental information received:
  Item #12 – additional documents
  Item #13 – additional documents
  Minutes – November 6th Regular Meeting and November 12th Workshop

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

APPROVAL OF MINUTES

November 6, 2019 Workshop and November 6, 2019 Regular Meeting

Correct as written.

Motion by Bukkila, Seconded by Holthus, to approve the November 6, 2019 Workshop and November 6, 2019 Regular Meeting Regular meeting minutes as presented. Motion carried unanimously.
November 12, 2019 Workshop

Mayor Trude wanted clarification of the property referred to as “the Church” and asked staff to edit the minutes to give more detail about the location of the property. Staff will insert the cross streets to help identify the church mentioned at the workshop.

Correct as amended.

Motion by Bukkila, Seconded by Holthus, to approve the November 12, 2019 Workshop meeting minutes as amended. Motion carried unanimously.

CONSENT ITEMS

Item 2 Approve Payment of Claims
Item 3 Order Feasibility Report/20-2/2020 Street Reconstruction (See Resolution R091-19)
Item 4 Order Feasibility Report/20-14/2020 Mill & Overlay/Jay Street NW (See Resolution R092-19)
Item 5 Order Feasibility Report/20-15/2020 Mill & Overlay/Martin Street NW (See Resolution R093-19)
Item 6 Order Feasibility Report/20-16/2020 Mill & Overlay/Woodland Estates 1st & 2nd Additions (See Resolution R094-19)
Item 7 Order Improvement/Order Plans & Specs/20-11/Andover Station North Ball Field Facility/East Field Lighting (See Resolution R095-19)
Item 8 Order Improvement/Order Plans & Specs/19-19/Hills of Bunker Lake West Park Trail Reconstruction (See Resolution R096-19)
Item 9 Order Improvement/Order Plans & Specs/20-17/Public Works Pavement Reconstruction (See Resolution R097-19)
Item 10 Approve 2020 Contract/TimeSaver Secretarial Service
Item 11 Declare Surplus Parts

Motion by Holthus, Seconded by Knight, to approve of the Consent Agenda as read. Motion carried unanimously.

ANOKA COUNTY SHERIFF’S OFFICE MONTHLY REPORT

Commander Lenzmeier provided the October Sheriff’s Office report and informed Council there was a house fire on October 27th which presumably began on a deck. Commander Lenzmeier praised the Fire Department for their impressive response to the fire which was controlled without the need for mutual aid. All occupants were able to get out of the house safely.

Commander Lenzmeier highlighted Sheriff Deputies’ responses in Andover which includes 265 traffic stops resulting in 85 written warnings and 109 citations. He reported 10 felony arrests, 2 gross misdemeanor arrests, 44 misdemeanor arrests and reported 9 DWI’s. Commander Lenzmeier identified the steady increase in domestic assaults which are at 53 year to date, over
double of total assaults in 2018. He stated there were 4 arrests for domestic assault in the month of October.

Commander Lenzmeier explained the increase in the number of calls from 2018 to 2019 which will be adjusted once the unknown incidents are removed from the data. Commander Lenzmeier stated that the Deputies are in training for night firearms and response. Commander Lenzmeier announced the addition of a therapy dog and handler contracting with Anoka County Sheriff’s Office to provide comfort to victims of crime and to visit schools and other community events. Councilmember Bukkila commented on the increase in DUIs and the consistency in the timing of the arrests around 10:00 p.m. Commander Lenzmeier stated the Office has an aggressive team of enforcement officers on the night shift along with more reports from residents resulting in more arrests.

**PRESENT ADA TRANSITION PLAN/PUBLIC MEETING/19-17**

As part of Title II of the Americans with Disabilities Act (ADA) of 1990, Cities are required to conduct an evaluation of their public right-of-way and develop a transition plan that outlines how the City will ensure safe access to its facilities for all individuals.

City Administrator Dickinson explained the City worked with Stonebrooke Engineering to conduct an inventory of pedestrian facilities within the public right-of-way which included sidewalks and trails, along with pedestrian ramps. Mr. Dickinson introduced Anita Benson with Stonebrooke Engineering for her presentation.

Ms. Benson explained what an ADA Transition plan is and why it is important. Ms. Benson listed the requirements of a plan, including access to all public facilities, reviewing policies that may deny equal access, effective communication, designation of an ADA Coordinator, notifying the public of requirements, and establishment of a grievance process. Ms. Benson listed goals in the Transition Plan, including all new and reconstruction projects conforming to current ADA practices, and City staff evaluating and addressing public requests consistent with City priorities. Ms. Benson explained the evaluation process her company performed to determine areas of improvement and prioritization of the improvements.

Ms. Benson identified 97 pedestrian ramps in compliance, 72 that are working well that may only have a few issues, and 60 that were mostly out of compliance. Mayor Trude asked about what “not compliant” meant. Ms. Benson explained the standards that determine an accessible pedestrian ramp such as slope, width, condition, and other factors. Ms. Benson stated for a ramp to be listed in Tier 3 (non-compliant and needing attention), there needed to be 3 or more items that were out of compliance. Mayor Trude asked where Andover fell in comparison with other cities. Ms. Benson responded that Andover is somewhat average in comparison, and that streets that have been more recently constructed are more likely in compliance. Ms. Benson explained more consistent standards have been established to reduce the variation among construction designs.
Ms. Benson stated 32 of the 45 miles of sidewalks and trails are in good condition. Ms. Benson presented a map indicating the locations of the ramps, sidewalks, and trails. She stated it is an interactive map that residents can click on and get more detail regarding the condition and status.

Ms. Benson stated Mr. Berkowitz is the ADA Coordinator and the first one to process a public grievance. If the individual isn’t satisfied with the outcome, they can appeal to the City Administrator. If the individual still isn’t satisfied, they can continue to pursue the matter to the City Council or outside of the City.

Mayor Trude asked for a photo that shows a compliant pedestrian access ramp and one that is out of compliance. Ms. Benson referred to the photo on the cover of the document as a good example of a compliant ramp. Ms. Benson stated due to Minnesota winters, ramps can shift and degrade faster than areas with less severe temperatures.

Mayor Trude pointed out the bumps on a ramp stating that they are beneficial for those who are sight impaired however are more difficult for individuals with walkers and wheelchairs, and tend to capture a lot of ice. She asked Ms. Benson to pass on that feedback.

Mayor Trude opened the meeting to the public to ask questions.

Karen Godfrey, 3451 174th Lane NW, came forward and stated she is from an area of Andover that has few ADA accessible intersections, located in a rural area. She stated she has four questions:

1. Is the City attempting to be compliant with ADA law or compliant with the guidelines for implementing the law?
2. How does the City experience enforcement? Does the City self-assess or undergo an assessment by an outside regulatory body?
3. What is the City’s liability in non-compliant sites?
4. Does the City’s noncompliance affect the City’s insurance rating?

Ms. Benson responded to question 1 stating the act requires you to have accessible facilities and a transition plan. The guidelines weren’t developed when the act was passed. The City needs to show that it is actively addressing ADA accessibility. Ms. Benson stated the City is working on compliance with the law by being compliant with the guidelines.

Mr. Dickinson addressed question 2, stating if there are complaints, the process is clearly stated in the plan. He added the City has an annual curb replacement program which can address high need areas. Mr. Dickinson stated there was confusion when the law was first implemented due to lack of guidance.

Mr. Dickinson stated the City is doing its due diligence in implementing ADA policies. The City is focusing efforts in right-of-ways and public transportation. The City is asked about an ADA plan by its insurance provider.
Mayor Trude stated the City is progressive on providing access. Mr. Dickinson stated the City has focused on building, playground, and right-of-way accessibility. He added the City has always had a high level of effort and integrated accessibility into street, curb, and intersection programs.

Mr. Dickinson stated the City is accepting comments on the ADA Transition Plan and will bring the final document to Council for a formal adoption.

**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 informed the Council that new home starts are at 112 year to date. He stated this number is exceeding budget predictions but that while a permit has been acquired, inspections will go well into 2020. Mr. Dickinson stated staff is working on kicking off the 2020 Capital Improvement Projects and will be scheduling neighborhood meetings for areas that are impacted by the mill and overlay program and street reconstruction. Mr. Dickinson announced the City’s Budget and Property Tax Levy Hearing is on December 3rd at 7:00 p.m. He stated public ads are placed and property tax statements have been sent out. Mr. Dickinson provided updates on City projects including the Public Works and Community Center expansion projects. Mr. Dickinson announced he will be attending the North Metro Mayors, QCTV, and Youth First meetings. Mr. Dickinson stated a new hire will begin in the building department next week.

**MAYOR/COUNCIL INPUT**

*(North Metro Mayors)* Mayor Trude announced that Councilmembers are invited to the North Metro Mayors meeting on November 20th. She stated the focus of the group is to lobby issues of member cities. She stated she and Mr. Dickinson have testified at the State Legislature regarding the WDE waste site. She informed Council the North Metro Mayors group has helped support Andover with commuter routes. The organization meets quarterly.

*(Andover High School)* Mayor Trude went to a ribbon cutting ceremony at Andover High School to mark the completion of Phase 1 which increased auditorium capacity and added classroom and cafeteria space. Mayor Trude stated Phase 2 is scheduled for next year and will include additional space for a gymnasium and parking.

*(Comprehensive Plan Workshop)* Mayor Trude announced the Council Workshop being held immediately after the Council meeting to address the City’s Comprehensive Plan. She stated the City is working on adjusting the land use plan to meet the Met Council’s density requirements of 3 units per acre and yet maintain the character of Andover. She explained the goal of the Council is to provide attractive higher density that fits into Andover without building large apartment complexes. Mayor Trude stated once the plan details are worked out with the Met
Council, it will go to the Planning and Zoning Commission and public hearings will be held. Mr. Dickinson stated the Met Council is a state agency in charge of regional planning in the 7-county area and in control of the sanitary sewer system.

**ADJOURNMENT**

*Motion* by Holthus, Seconded by Knight, to adjourn. Motion carried unanimously. The meeting adjourned at 7:54 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary
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