

***REGULAR ANDOVER CITY COUNCIL MEETING – NOVEMBER 20, 2018  
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, November 20, 2018, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Valerie Holthus and James Goodrich

Councilmember absent: Sheri Bukkila

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

***PLEDGE OF ALLEGIANCE***

***RESIDENT FORUM***

Karen George, Executive Director of QCTV, came to the podium to recognize Councilmember James Goodrich for his support of their organization as a boardmember. She also recognized Mayor Trude for her specific support for their strategic plan. The City's finance and HR departments also provide services for pay for the organization. Councilmember Goodrich has served for the last two years and appreciation was expressed for his time, advice and efficiency. Ms. George presented him with a plaque. Councilmember Goodrich responded with his thanks and appreciation for the good work done by QCTV for the community.

***AGENDA APPROVAL***

There was supplemental information provided for Item #8 on the agenda

***Motion*** by Goodrich, Seconded by Knight, to approve the Agenda as presented. Motion carried unanimously.

***APPROVAL OF MINUTES***

*October 16, 2018, Regular Meeting:* Correct as amended.

Mayor Trude requested the following corrections:

- Page 4, lines 3 and 4 to create a new paragraph titled "vote called motion" that addresses

amending the agenda. Motion passed 3 ayes, 2 nays (Mayor Trude and Councilmember Holthus). Mr. Dickinson has the new language written down.

- Mr. Dickinson said there could be a new agenda Item #11B Discuss Community Center Funding.
- Page 9, line 19, correction to read the City has less gym space because there are fewer schools in the City than others in the area.
- Line 26 add a space - vote was called on the motion to table, the vote passed. Mr. Dickinson has the vote written down. The vote passed 3 to 2. Mr. Dickinson will record.

**Motion** by Holthus, Seconded by Knight, to approve the October 16, 2018 Regular meeting minutes as indicated above. Motion carried unanimously.

*November 7, 2018, Regular Meeting:* Correct as amended.

Mayor Trude requested the following correction:

- Page 10, line 16 – to clarify that Mayor Trude is not the chair of the commission, but rather a board member of a sub-committee.

**Motion** by Goodrich, Seconded by Knight, to approve the November 7, 2018 Regular meeting minutes as indicated above. Motion carried 3 ayes, 1 present (Holthus).

*November 13, 2018, Special Meeting:* Correct as written.

**Motion** by Knight, Seconded by Goodrich, to approve the November 13, 2018, Special meeting minutes as presented. Motion carried unanimously.

### **CONSENT ITEMS**

- Item 2 Approve Payment of Claims
- Item 3 Approve Revisions to Tournament, Multi-day & Jamboree Application
- Item 4 Approve Revisions to Application for Scheduled Use of Recreational Facilities
- Item 5 Approve Deed Conditions/Kelsey Round Lake Park/18-33
- Item 6 Approve Resignation of Mark Becker, Streets Maintenance Supervisor
- Item 7 Approve LMCIT Liability Coverage

**Motion** by Holthus, Seconded by Knight, approval of the Consent Agenda as read. Motion carried unanimously.

### **ANOKA COUNTY SHERIFF'S OFFICE MONTHLY REPORT**

Lieutenant Derek Schultd gave the monthly Sheriff's Report. He recognized the "Movember" movement that raises funds for men's health research. In his monthly report, he shared information about the escalating vaping use in the community. As a result, there are additional compliance checks and education going on in the community. There is less regulation of this industry than tobacco. He noted there were several DWIs given in the last month in the community as a result of accidents that occurred.

### ***AUTHORIZE INITIATING 2019 EQUIPMENT PROPOSALS***

The Andover City Council, as part of the November 7, 2018 Council meeting, officially adopted the 2019–2023 Capital Improvement Plan and on December 18, 2018, will officially adopt the 2019 Annual Operating Budget. Included in the operating budget are the following equipment items funded by various revenue sources: Replacement of a small extended cab pickup, skate sharpener, and election voting booths, along with a new sign message board and valve maintenance trailer. The items total \$156,000.

The equipment purchases were part of the 2019-2023 Capital Improvement Plan and budgeted in the 2019 Operating Budget.

***Motion*** by Knight, Seconded by Holthus, to approve moving forward with the 2019 Equipment purchases and authorize staff to start the procurement process for acquiring the equipment. Motion carried unanimously.

### ***ORDER IMPROVEMENT/ORDER PLANS & SPECS/17-27/PUBLIC VEHICLE MAINTENANCE FACILITY, COLD STORAGE BUILDING & SITE WORK***

Mr. Berkowitz outlined plans for the Public Works Vehicle Maintenance Facility, Cold Storage Building and Site Work. There have been multiple design meetings, a 90% commercial site plan staff review and a 90% building plan review. Advertisement for bids will go out on Friday, December 7, 2018 and bids will be opened on January 22, 2019. The City Council would award the bid on February 5, 2019 and construction would begin in the spring of 2019. The project will be funded by General Obligation Capital Improvement Plan Bonds.

Drawings of the proposed Veterans Memorial were shown and possible changes were shared. A policy/criteria would be drafted as to which veterans' names could be placed on the memorial. There was good feedback along with suggestions given from the veterans group.

Mayor Trude noted the naming of Veterans Memorial Boulevard.

Councilmember Goodrich asked about the exterior ground surface around the Public Works building, in the back of the building. Mr. Berkowitz stated there would be a bituminous surface.

Councilmember Holthus asked about the extension of Veterans Memorial Boulevard. Mr. Berkowitz stated if the Community Center expansion occurs, there is an accommodation for that.

**Motion** by Holthus, Seconded by Goodrich, to approve Resolution No. R088-18, ordering and directing preparation of plans and specifications for the improvement of project no. 17-27 Public Works vehicle maintenance facility, cold storage building and site work. Motion carried unanimously.

### ***REIMBURSEMENT RESOLUTION/2019 PROJECTS***

Mr. Dickinson stated the Andover City Council, as part of the November 7, 2018 Council meeting, officially adopted the 2019-2023 Capital Improvement Plan and on December 18, 2018 will officially adopt the 2019 Annual Operating Budget that includes \$26,820,000 for General Obligation Bonds planned for the Public Works Relocation/Expansion and the Andover Community Center Expansion. As these projects move through the various phases, this reimbursement resolution will allow the City the opportunity to recapture any expenditures associated with construction of an approved project.

These projects were part of the 2019-2023 Capital Improvement Plan and budgeted in the 2019 Operating Budget.

Motion by Goodrich, Seconded by Knight, related to financing of certain proposed projects to be undertaken by the City of Andover establishing compliance with reimbursement of bond regulations under the Internal Revenue Code. Motion carried unanimously. (See Resolution R089-18)

### ***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.

**(Mr. Dickinson)** Mr. Dickinson stated he has mostly been doing work related to budgets and projects and the CIP, including implementation. At the next City Council workshop there will be a review of the tax levy and final budget. He has attended: the North Metro Mayors board meeting and chairs the operating committee, as well as Youth First meetings as the vice chairman (the City supports the organization by providing financial expertise and contribute to producing the 990). There have also been meetings with developers at various points in the process. He commented he expects a busy development year in 2019. The easy properties in town are done, so there are more issues to consider in fringe properties. Staff is working to provide guidance and flexibility. There have been 54 new homes built this year. Throughout the U.S., housing was down in October and anticipated for November, likely do to rising interest rates. The national elections may impact interest rates in the future. He commented interest rates are still low when looking over a broader timeframe. At the last City Council meeting he was asked to look at public information meetings to address the Community Center expansion. Those meetings are now scheduled for December 12<sup>th</sup> and 17<sup>th</sup>. Both meetings will be at 5:30 p.m. A similar format was done for other large community projects. Councilmember Goodrich asked about the budget for new homes for the next year. Mr.

Dickinson stated the City would budget for 50 homes, again, noting that building activity needs to move more aggressively. The City budgets conservatively so projections are not too high.

**(Mr. Berkowitz)** Mr. Berkowitz confirmed Public Works crews and vehicles have been out a few times due to slippery conditions. Next week staff planned to start flooding rinks, but low temperatures are still too high. The City likes to open outdoor rinks as soon as possible and hopefully by mid-December. He also wanted to recognize Mark Becker, Street Supervisor for the City for the last 6 years. Mr. Berkowitz described him as very dedicated. He highlighted the effort put into evaluating street conditions and the dedication that it takes and wished Mr. Becker well. Mayor Trude stated he took on some difficult projects and worked directly with the public on public safety issues and carrying out City policies. She said he “gets an A+ for customer service.” Mr. Berkowitz noted he did an excellent job on pothole patching and will be missed.

Related to engineering, Mr. Berkowitz commented there are a lot of plats still coming in and that there is a lot planned for next year. There will also be a significant amount of activity in the City coming up related to streets and trails in the next construction season.

Mayor Trude asked about the right-of-way work going on in the City. Mr. Berkowitz replied that it was in preparation for moving the gas line. Private utility work is being done ahead of time.

### ***MAYOR/COUNCIL INPUT***

**(Mayor Trude)** Mayor Trude congratulated Councilmember Holthus on her re-election and Councilmember Goodrich on completion of his term. She also congratulated Jamie Barthel on his election to office. Commission applications are being accepted for 2019. The Strategic Plan is being updated in the coming year. She noted there have been a number of legislation seat changes, with more democrats in office. North Metro Mayors, together, will continue to address transportation issues specific to the north metro area. Highway 252 funding is approved, but it will be several years out and plans are to essentially make it a highway. The business expansion happening along highway 610 is good for the community. Going forward there will be more collaboration by cities, as projects are proposed, keeping those in the area by working together. The North Metro Mayors, north region group, will be a “go to” place for data for projects that may be proposed. Mayor Trude stated it is a pretty nominal investment by each community to improve the tax base and jobs.

**(QCTV)** Councilmember Goodrich noted the high definition upgrade and equipment upgrades at QCTV during his time working with them. Digital storage space has also been expanded because high definition takes more space. Better viewing screens are also in place, improve quality for the viewing audience. Mr. Dickinson noted there will be upcoming training. QCTV is acquiring a large outdoor screen that can be used by several communities for movies in the park or in an amphitheater setting.

***ADJOURNMENT***

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

Respectfully submitted,

Marlene White, Recording Secretary

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