

**REGULAR ANDOVER CITY COUNCIL MEETING – JANUARY 3, 2017  
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, January 3, 2017, 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: James Goodrich  
Also present: City Administrator, Jim Dickinson  
Community Development Director, Joe Janish  
City Planner, Stephanie Hanson  
Director of Public Works/City Engineer, David Berkowitz  
City Attorney, Scott Baumgartner  
Others

***PLEDGE OF ALLEGIANCE***

***OATH OF OFFICE***

Mr. Baumgartner administered the oath of office to Mayor Trude, Councilmember Bukkila, and Councilmember Knight.

***RESIDENT FORUM***

No one wished to address the Council.

***AGENDA APPROVAL***

Mr. Dickinson indicated there was additional information related to the following items:

New, Item 8A: Approve Appointment – Associate Planner

Item 13: Supplement information was provided that included draft minutes and revised resolution

Item 12: Supplemental information was provided that included revised standing committee information

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

carried 4 ayes, 1 absent (Goodrich).

**APPROVAL OF MINUTES**

*December 20, 2016, Regular Meeting:* Correct as written.

**Motion** by Knight, Seconded by Bukkila, to approve the minutes as presented. Motion carried 3 ayes, 1 present (Holthus), 1 absent (Goodrich).

**CONSENT ITEMS**

Item 2 Approve Payment of Claims

Item 3 Approve Resolution Authorizing to Apply to the MNDNR for Funding/17-06/Kelsey Round Lake Park (See Resolution R001-17)

Item 4 Approve Resolution Authorizing to Apply to the MNDNR for Funding/17-06/Andover Station North Trail Segment (See Resolution R002-17)

Item 5 Declare Cost/Order Assessment Roll/15-44/14327 7<sup>th</sup> Ave. NW/CenterPoint Energy Site Water Main Extension (See Resolution R003-17)

Item 6 Approve 2017 Massage Therapist License

Item 7 Approve Resolution Authorizing to Apply for 2017 CDBG/Housing Study (See Resolution R004-17)

Item 8 Approve Resolution Authorizing to Apply for 2017 CDBG/Water Feasibility Study (See Resolution R005-17)

Item 8A Approve Appointment – Associate Planner

**Motion** by Bukkila, Seconded by Knight, approval of the Consent Agenda as read. Motion carried 4 ayes, 1 absent (Goodrich).

**APPROVE OFFICIAL DEPOSITORIES & BANKS**

Mr. Dickinson explained that the City Council is required by state law to annually approve a resolution designating the City's official depositories, supplemental depositories of investments and designating an individual(s) as the approval authority for collateral transactions. He noted the resolution is the same as in years past with small exception.

This year's resolution identifies that both the City Administrator and Finance Manager have the approval authority for the release and acceptance of all collateral to be held by the City in conjunction with City funds on deposit with authorized institutions.

It was noted the spelling of the word "Manager" was spelled "Manger" in the resolution.

**Motion** by Holthus, Seconded by Bukkila, to approve Resolution No. R006-17 designating depositories of City Funds and supplemental depositories of City Funds for investment purposes only. Motion carried 4 ayes, 1 absent (Goodrich).

**DESIGNATE OFFICIAL NEWSPAPER**

Mr. Dickinson explained that two proposals had been received, one from the *Anoka County Record* and one from the *Anoka County Union*. Both proposals were reviewed by staff. The proposal from the *Anoka County Record* is for free/no charge, and although cheaper, the circulation is limited along with its community recognition. The staff recommends use of the *Anoka County Union* for 2017. Costs were about \$8,000 this last year, but that was higher than the previous year.

**Motion** by Holthus, Seconded by Knight, to approve the *Anoka County Union* as the City's official newspaper for 2017. Motion carried 4 ayes, 1 absent (Goodrich).

**APPOINT VICE MAYOR**

Mayor Trude recommended Councilmember Holthus be appointed as the Vice Mayor for the Andover City Council for 2017. This would be in keeping with rotating Councilmembers to different roles.

**Motion** by Trude, Seconded by Bukkila, to appoint Councilmember Holthus as Vice Mayor for 2017. Motion carried 4 ayes, 1 absent (Goodrich).

**APPOINT STANDING COMMITTEES**

Mayor Trude expressed her desire to change appointments to give a broader range of exposure to Councilmembers as a whole.

The following were approved and reviewed:

Special Committees:

Public Works Committee: Councilmember Bukkila (Chair) & Councilmember Holthus

Newsletter Committee: Councilmember Knight (Chair) & Councilmember Goodrich

Standing Committee:

Finance & Personnel Committee: Entire Council

City Appointed Representatives in 2017:

Fire Relief Association: Councilmember Bukkila

Andover Community Center Advisory Commission: Councilmember Holthus, Mayor Trude alternate

Anoka -Hennepin Community Education Advisory Board: Councilmember Knight

QCTV Commission: Councilmember Goodrich & City Administrator Jim Dickinson

Youth First: Stephanie Wallin and City Administrator Jim Dickinson

It was noted the name of the Finance & Personnel Committee was misspelled. "Personal" should

be changed to “Personnel.”

**Motion** by Holthus, Seconded by Knight, to approve the committee appointments as recommended by Mayor Trude. Motion carried 4 ayes, 1 absent (Goodrich).

Mayor Trude noted Councilmembers have outside duties as well as formal committee appointments and she appreciates their service in all areas.

***CONSIDER INTERIM USE PERMIT/STOCKPILE/PRESERVE AT OAK VIEW/HANSON BUILDERS INC.***

City Planner Stephanie Hanson explained Hanson Builders Inc. is seeking an IUP to store up to 4,000 cubic yards of soil.

The soil is excess dirt from the Preserve at Oak View development and will be used for future custom grading of the lots as approved as part of the PUD plan. The stockpile of dirt is existing and there are no changes that would be made to the existing pile, except for minor subtractions and additions of dirt. The build out of the development is expected within 2-3 years; therefore, the applicant requested the IUP to expire November 30, 2019.

The stockpile will need to be graded to acceptable slopes and reviewed by the City of Andover Engineering Department. The stockpile of dirt has been reviewed by the Coon Creek Watershed District and will not require a watershed permit. She showed a current photograph and commented that a 3:1 slope is required.

Ms. Hanson reviewed the information with the Council.

Mayor Trude noted the well-established trees at the entrance to the development.

There was much discussion about the slope requirements of the City as well as OSHA and NPDES guidelines. Because the proposed revised resolution was received just right before the meeting, the Council discussed postponement of a vote to let staff and the developer work through the details.

Discussion ensued including review of a photograph and the very steep conditions on one section of the stockpile in its current state.

Councilmember Holthus asked if vegetation will take hold because the stockpile is sand. The response from Darren Lazan, Landform was that was why silt is used.

Councilmember Knight asked if there is a danger to children due to the current slope. The response was yes, and the stockpile is in a residential area, but they would be trespassing.

Mr. Berkowitz recommended a 3:1 ratio for the slope, to be consistent with other developments

but this would mean the stockpile would be distributed more throughout the lot.

Councilmember Bukkila felt the Council was debating something that had not yet been agreed upon between City staff and the developer.

Mr. Lazan stated they had not had enough time to react to the document yet, he stated he has never had stockpile requirements like that before, and it would limit their ability to manage the soil.

Mayor Trude asked about other comparable projects in the City and had concerns about having a problem with the resolution coming up right before the meeting. She also had concerns about the big drop off that currently exists and the safety issues surrounding that.

Mr. Lazan stated he would order work to be done to correct the big slope the next day.

**Motion** by Holthus, Seconded by Bukkila, to table the IUP request to the next meeting of the City Council with the understanding that the steep slope would be addressed the following day. Motion carried 4 ayes, 1 absent (Goodrich).

There was some additional discussion about short-term safety and next steps to prepare for presentation at a future Council meeting.

***SELECT POSSIBLE JOINT MEETING DATES WITH LOWER RUM RIVER WMO AND MEMBER CITIES***

Mr. Berkowitz requested the Council look at two dates that can be submitted to the other cities for consideration.

The Council discussed the draft agenda and the available dates of March 8 and 22, 2017.

No formal motion was made.

***SELECT 2017 LOCAL BOARD OF APPEAL & EQUALIZATION DATES***

Mr. Dickinson requested the Council to look at two dates that can be submitted to Anoka County for the Local Board of Appeal and Equalization.

The Council indicated April 17<sup>th</sup> and April 24<sup>th</sup> as available dates.

No formal motion was made.

***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.

**(Meetings)** Mr. Dickinson stated the Metropolitan Council SAC Task Force met on December 20<sup>th</sup> and will meet again the following week. The Met Council Weekly Digest will give updates in print. He has been asked to serve as chair of the North Metro Mayors Operating Committee for one more year.

**(Recycling)** Mr. Dickinson indicated staff is working through the transition after the retirement and departure of staff. The Associate Planner position was appointed this evening and interviews will be occurring for the City's recycling position in the near future.

**(Homes)** Mr. Dickinson stated there were 111 new single-family homes permitted during the year along with the 66 unit senior building, making a total of 177 units for 2016.

**(Community Development)** Mr. Janish commented he had been working at the City for 6 weeks and it has been great working with the staff and there is much to learn with. He has been processing single-family rental items, preparing promotional items for the North Suburban Home Show, working on a Comprehensive Plan amendment, addressing code violations and making related site visits. He has also been interviewed by the local newspaper.

Mayor Trude welcomed Mr. Janish to the City staff.

Mr. Dickinson thanked Mr. Janish for being willing to take on other responsibilities including City code enforcement with Mr. Brett Angell's departure.

Mayor Trude commented she expected he would enjoy working with the Open Space Commission.

**(Community Development)** Mr. Berkowitz stated maintaining ice on the City's outdoor rinks has been challenging in the last few weeks with the snow, ice, and rain. He noted City crews are working hard to address the slippery road spots and that when it gets cold, the salt does not work. He urged residents to use caution. Mr. Berkowitz was excited to see a lot of ice rink activity over the holiday break.

Councilmember Knight expressed concern for slips and falls by residents.

Mayor Trude thanked the staff for getting out at night to take care of the roads for residents.

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

**(Heart Safe Communities)** Mayor Trude encouraged residents to watch the newsletter for AED training. One upcoming opportunity is for adults to train while their children take swimming lessons.

**(Commission Appointments)** Mayor Trude stated the Council will be interviewing prospective Commissioners in the next few weeks. She encouraged those being interviewed to take a few minutes to look at the meeting minutes and learn about the role of the commissioners.

**(Commercial Construction)** Mayor Trude indicated Dunkin' Donuts was starting construction, but there is still not much activity at Joy's Kitchen.

***ADJOURNMENT***

Motion by Bukkila, Seconded by Knight, to adjourn. Motion carried unanimously. The meeting adjourned at 7:57 p.m.

Respectfully submitted,

Marlene White, Recording Secretary

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