

**REGULAR ANDOVER CITY COUNCIL MEETING – APRIL 4, 2017  
MINUTES**

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Julie Trude, April 4, 2017, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Mike Knight, Sheri Bukkila, Valerie Holthus and James Goodrich  
Councilmember absent: None  
Also present: City Administrator, Jim Dickinson  
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***

Mr. Dickinson presented supplemental information, designated by Mayor Trude as Item #9A.

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

***APPROVAL OF MINUTES***

*March 21, 2017, Regular Meeting:* Correct as written.

***Motion*** by Knight, Seconded by Holthus, to approve the minutes as presented. Motion carried unanimously.

***CONSENT ITEMS***

Item 2 Approve Payment of Claims

Item 3 Award Bid/17-2, 2017 Street Reconstruction & 17-11, 168<sup>th</sup> Lane NW Reconstruction

(See Resolution R025-17)

Item 4 Award Bid/14-15/Fox Meadows Park (See Resolution R026-17)

Item 5 Approve Resolution Designating Municipal State Aid Street/146<sup>th</sup> Lane NW (See Resolution R030-17)

Item 6 Accept Donations/Chesterton Commons Park/17-4 (See Resolution R027-17)

Item 7 Award Bid/17-3, 2017 Crack Sealing/17-4, 2017 Seal Coating/17-10, 2017 Parking Lot Maintenance (See Resolution R028-17)

Item 8 Acknowledge Bid Award/17-13/University Avenue NW Overlay (See Resolution R029-17)

Item 9 Approve Used Vehicle Sales Business License

Item 9A Approve Used Vehicle Sales/Business License/3138 – 162<sup>nd</sup> Lane NW

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

### ***HOLD PUBLIC HEARING/13-42/WELLHEAD PROTECTION PLAN PART 1 & PART 2***

Mr. Berkowitz explained the hearing is related to the City's Wellhead Protection Plan.

The City of Andover is a public water supplier and therefore is required to conduct source water protection through a Wellhead Protection Plan approved by the Minnesota Department of Health. The purpose of the Wellhead Protection Program is to prevent contamination to the City's drinking water by determining the Drinking Water Supply Management Area (DWSMA) and implementing best management practices to prevent potential pollutants from impacting the water supply. John Greer, Senior Hydrogeologist with Barr Engineering who worked with the City in preparing the plan presented the details on the plan.

**Motion** by Knight, Seconded by Bukkila, to open the public hearing at 7:06 p.m. Motion carried unanimously.

The City has 8 wells, 3 aquifers, with 5 of 8 being classified as vulnerable.

Mr. Greer noted under the Federal Safe Drinking Water Act and the State of Minnesota's Wellhead and Source Water Protection rules (AKA, Wellhead Protection rules) are found in Minnesota Rules chapter 4720. Wellhead Protection Plans must be updated/amended every 10 years. Wellhead and Source Water Protection Plans have two parts.

Part 1 includes:

- Scientific delineation of well capture zones for a specified groundwater travel time of not less than 10 years, which then defines the Wellhead Protection Area (WHPA).
- Delineation of a Drinking Water Supply Management Area (DWSMA), encompassing the WHPA.
- Vulnerability assessment for the public water supply wells based on well

- construction, pumping rate, geology, and water quality at each well, and;
- Vulnerability assessment for the aquifer(s) within the DWSMA tapped by the public water supply wells based on geology and water quality data in the DWSMA.

Amendment of Part I of the City's Wellhead Protection Plan was approved by the MDH July 1, 2015. Three WHPAs and three DWSMAs were delineated for the Andover water supply wells. Aquifer vulnerability classified as low and moderate. This indicates movement of water from the surface to the City's aquifers will take several years to many decades.

Part 2 includes:

- An inventory of potential groundwater contamination sources within the portions of the DWSMAs classified as vulnerable to contamination.
- Assessment of how potential future changes in the DWSMAs could affect the City's efforts to maintain good water quality.
- Identification of issues, problems, and opportunities associated with implementation of the Wellhead Protection Plan.
- Development of a management plan to reduce the risk of contaminants released at the surface from impacting the City's aquifers and adversely affecting water quality.
- The City's Part 2 Wellhead Protection Plan amendment will be submitted to the MDH for review and approval in April 2017.

DWSMA management activities developed for the Part 2 Wellhead Protection Plan amendment fall in the following categories:

- Well management
- Providing information to owners of potential contaminant source properties to help them better manage their potential contaminant source
- Maintaining up to date information on potential contaminant sources within the DWSMAs
- Incorporating information on the DWSMAs into the City's emergency response program
- Making the City's planning process consistent with the goals and objectives of the wellhead protection plan amendment
- Public education
- Data collection

Progress on implementation of the wellhead protection plan amendment will be monitored to evaluate the effectiveness of the plan.

There were no residents in the audience that requested to speak.

Councilmember Goodrich asked to review the slides demonstrating where the wells are and asked where the WDE waste pit is. He inquired if they had been able to link any contaminants to the waste pit. Mr. Greer confirmed that was not the case as the water is coming from the north.

He reiterated that moderate vulnerability takes 10 years or more.

Councilmember Knight asked how vulnerability plays out with the “things” to the north. Mr. Greer responded the time that it takes a contaminant to get from the surface to the ground water can be a century or more. Mr. Berkowitz indicated those wells are peaking wells that are typically not used, but might be needed if it is a really dry year. The wells value is public safety, added Mr. Dickinson. Mr. Greer reminded the Council the aquifer is separated from the surface by multiple geological units, so there is a lot of geological protection.

The Council determined they would not close the public hearing with a vote, since there was no public comment and no one wishing to speak to the matter.

***DISCUSS/CONSIDER APPROVAL LOCKING ANDOVER STATION NORTH BALL FIELDS/ANDOVER BASEBALL ASSOCIATION***

Mr. Berkowitz introduced the request to lock the fields to Andover Station North ball fields to protect the pitching mounds due to the need to keep them in good playing condition. He noted activities happen on the fields by residents including hitting baseballs against the fencing. Concerns have been expressed by the Andover Baseball Association to limit the use of the fields. The Park and Recreation Commission did recommend they be locked.

Mayor Trude indicated City staff can lock the fields and it can be important that they [City staff] have the ability to make that decision. Mr. Berkowitz replied right now staff is keeping the fields locked because they are vulnerable in the spring. The following day, after the Council meeting, staff would start allowing use of those fields. It has been previously determined that staff can make the decision to protect City assets in this way. The request could mean the fields would be locked at all times, except during game time. The Council has allowed staff to lock the fields in the spring to protect short and long term damage. It was noted these fields were purchased with public funds.

Councilmember Knight asked if the City sold advertising and if that would have any effect on the decision. Mr. Berkowitz stated City staff puts those signs up and takes them down. The City collects the advertising fee.

Councilmember Bukkila expressed concerns regarding the timeframe and discussion continued regarding how much closure would be anticipated. The motion at the Park and Recreation Commission a few weeks ago had several different caveats. She asked for clarification on the length of the season. Mr. Berkowitz stated the season starts as soon as people can get on the fields to play, until early July, and then the fall season starts, wrapping up in October.

Jim Lindahl, Park and Recreation Commission Vice Chair, stated they are looking to target the original season, up until July, and confirmed they also have a fall season. Pitching mounds cost \$4,000/each and are damaged if not covered up. The general public does not always have the tools to maintain the mounds and does not always cover them back up after their use. Councilmember Bukkila reiterated there was only one cover damaged. Mr. Lindahl confirmed

covers cost \$200/each. Damage to the mounds could happen during weather if a cover is off. He noted there are a lot of fields around that are open to the general public, including ones across the street.

Councilmember Bukkila asked if signage would be helpful as related to the nuisance ordinance regarding picking up dog excrement. Councilmember Bukkila noted people bring their dogs to play Frisbee on the fields and wondered about more enforcement. She expressed it is important we think about the parks as belonging to our children. Mr. Berkowitz noted mounds are important to game situations. These fields are the focus fields for the City.

Councilmember Holthus asked about the life of a mound if it is covered. Damage happens due to weather and use, confirmed Mr. Berkowitz. He continued by explaining if there is batting practice then a rut may happen and cause potential damage as well as a safety issue. In addition, the expense in rebuilding the mounds is significant. Councilmember Holthus asked if City staff could monitor if the mounds are covered and if they could keep an eye on misuse.

Councilmember Knight asked about the instruction given to the coaches. Mr. Berkowitz confirmed coaches do a fabulous job taking care of the mounds after the game.

Councilmember Holthus proposed 2 fields could be locked up and one could be left open. Mr. Lindahl stated there are alternate parks within 3 – 4 blocks of the baseball fields for pick-up games. He confirmed 6 nights a week the fields are busy, and if there is a tournament, 7 nights a week they are committed.

Councilmember Goodrich summarized his thoughts by concluding it is a public park and he “just can’t get there,” [to close the park]. He understands the need to protect the fields, but does not believe that is the same as protecting them throughout the year. The City risks things being damaged all of the time.

Councilmember Bukkila stated there is a maintenance need for any activity in the City. She does not want kids to see “closed” signs on parks. She understands the expense and that the Andover Baseball Association wants a top-notch facility. She wants to make sure the fields stay safe for the players.

Mayor Trude asked about the high school fields being locked. Councilmember Holthus confirmed the track and stadium are locked, but not the tennis courts. She expressed hating to see the City going down the path of restricting use of its parks. People have talked about “owning fields” and the City does not have that situation. She also noted fences do not stop children. She confirmed her support for allowing staff to protect the fields due to weather, and if there is a problem, she would like staff to bring it to the Council.

Councilmember Bukkila restated she does not agree with locking public fields.

Mr. Lindahl stated he understood the Council’s concerns and acknowledged it is a public park.

He inquired about the City maintaining them and responded if the Andover Baseball Association puts up the money, they want them [fields/mounds] to be protected.

Mayor Trude thanked Mr. Lindahl for his presentation. She stated she did not see willingness by the Council to change their policy, but she would like staff to monitor the fields. The City has other parks and she posed the question, “Where do we stop on professionalism of youth sports?”

Mr. Dickinson suggested for All Star Games, the fields could be prepped and locked the day ahead of time, so they are ready. Councilmembers Goodrich and Holthus expressed their support. Mr. Dickinson stated field preparations are done during the day.

Mayor Trude commented the best way to take donations is to make it without agreement and no entanglement.

Councilmember Goodrich expressed appreciation to the Andover Baseball Association.

Mayor Trude confirmed staff can make those decisions when there is a critical event on the calendar.

***DISCUSS/CONSIDER IMPROVEMENTS TO DUGOUTS AT VARIOUS BALL FIELD LOCATIONS THROUGHOUT ANDOVER/ANDOVER BASEBALL ASSOCIATION***

Mr. Berkowitz requested the Council consider installing dugouts at various ball field locations throughout Andover, supported by the Andover Baseball Association. He showed examples of potential design structures. Design B was recommended by the Park and Recreation Commission and was most like other City field structures.

Mayor Trude asked for a staff recommendation. Mr. Dickinson noted Sunshine Park has a roof on the dugout. A tarp roof would not meet Andover Station North design guidelines.

Councilmember Goodrich asked what the Andover Baseball Association recommended. Mr. Berkowitz indicated Design B, the same as the Park and Recreation Commission. He continued by stating the structure would require a building permit.

Consensus was Design B.

***RESCHEDULE JULY 4<sup>TH</sup> CITY COUNCIL MEETING***

Mr. Dickinson requested the Council reschedule the July 4<sup>th</sup> City Council Meeting to discuss topics as detailed in the staff report.

The Council discussed the draft agenda and available dates.

***Motion*** by Bukkila, Seconded by Knight, to schedule a Council Meeting on July 5th, 2017, at

7:00 p.m. Motion carried unanimously.

***RESCHEDULE AUGUST 1<sup>ST</sup> CITY COUNCIL MEETING***

Mr. Dickinson requested the Council reschedule the August 1<sup>st</sup> City Council Meeting to discuss topics as detailed in the staff report.

The Council discussed the draft agenda and available dates.

***Motion*** by Goodrich, Seconded by Knight, to schedule a Council Meeting on August 2, 2017, at 7:00 p.m. Motion carried unanimously.

***RESCHEDULE NOVEMBER 7<sup>TH</sup> CITY COUNCIL MEETING***

Mr. Dickinson requested the Council reschedule the November 7<sup>th</sup> City Council Meeting to discuss topics as detailed in the staff report.

The Council discussed the draft agenda and available dates.

***Motion*** by Bukkila, Seconded by Holthus, to schedule a Council Meeting on November 6th, 2017, at 7:00 p.m. Motion carried unanimously.

Mayor Trude indicated at this meeting, students from the St. Francis School District would likely do a special presentation related to the elections.

***SCHEDULE APRIL EDA MEETING***

Mr. Dickinson requested the Council schedule an April EDA Meeting to discuss topics as detailed in the staff report.

The Council discussed the draft agenda and available dates.

***Motion*** by Knight Seconded by Bukkila, to schedule an April EDA Meeting on April 18, 2017, at 6:00 p.m. Motion carried unanimously.

***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 participated in the House Capital Investment Committee related to the WDE hazardous waste pit. The Committee hearing had a lot of interest and was considered a success and was well received. He is continuing to follow the matter this session. The City, Anoka-Hennepin School District and the YMCA are discussing the opening of the Middle School pool, believing it is good to fully utilize community assets. This could potentially allow

visits to a swimming pool as a non-Y member.

**(Board of Review)** Mr. Dickinson reminded residents and the Council the Board of Review Meeting will be on April 17<sup>th</sup> at 7:00 p.m. The message to the public is that the average market value increase is about 11%. Residents can appeal those values, but need to come to the Board to appeal to have the potential to have the market value reduced.

**(Homes)** Mr. Dickinson confirmed permits for 30 new homes have been “pulled” so far this year. The Parade of Homes can increase that number.

**(City Campus)** Mr. Dickinson reported staff participated in City campus clean up by getting together to walk the site. He thanked his coworkers for their participation.

**(Road Construction Projects)** Mr. Berkowitz indicated the City has awarded a few contracts for street reconstruction projects, including one of the largest, with the largest dollar value in the City’s history. Another project moving forward is Fox Meadows Park. After 4 years, there will finally be action regarding wetland remediation and there will be work on getting the trail connection completed on the old golf course. On the Bunker Lake Boulevard construction project there is a lot of activity and coordination going on with the City. Residents should look for postcards regarding the changes in the road closure. Prairie Road will stay open until school is out. The project is moving forward and the goal is to open the road by winter. All three street sweepers are out. A lot of park activity is happening now to get them ready for use.

**(Burning Ban)** Mr. Dickinson reported there was a grass fire in Sunshine Park. A burning ban starts today while recreational fires are still permitted. Residents were encouraged to be careful.

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

**(National Mayors Water Challenge)** Mayor Trude was in attendance at the Mall of America where the Wyland Foundation launched this year’s event. High school students from Andover and students from other cities were there. The Mayor encouraged residents to participate noting the movement is not just about water, but also food waste, and recycling. It is a way to support the youth in the community.

**(Recording Secretary)** Councilmember Holthus thanked Marlene White for work on the minutes, stating they are intelligent, concise, and very well written.

**(Comprehensive Plan)** Mayor Trude indicated work on the Comprehensive Plan for the Andover community will take a lot of the Council’s time in future months that will not be visible on cable television.

**(Community Survey)** Mr. Dickinson stated the phone call portion of the survey was done and preliminary results would be available next week.

**(High School Sports)** Councilmember Knight congratulated Andover High School for a good

season of winter sports including boys' and girls' basketball and DECA.

***ADJOURNMENT***

***Motion*** by Knight, Seconded by Goodrich, to adjourn. Motion carried unanimously. The meeting adjourned at 8:16 p.m.

Respectfully submitted,

Marlene White, Recording Secretary

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