

**OFFICIAL PROCEEDINGS  
CITY OF COLUMBIA HEIGHTS  
CITY COUNCIL MEETING  
NOVEMBER 9, 2020**

The following are the minutes for the regular meeting of the City Council held at 7:00 pm on Monday, November 9, 2020, in the City Council Chambers, City Hall, 590 40<sup>th</sup> Avenue N.E., Columbia Heights, Minnesota.

**CALL TO ORDER/ROLL CALL**

Mayor Schmitt called the meeting to order at 7:00 pm.

Present: Mayor Schmitt; Councilmember Buesgens; Councilmember Novitsky

Absent: Councilmember Murzyn, Jr.; Councilmember Williams

Also Present: Kelli Bourgeois, City Manager; Elizabeth Hammond, City Planner; James Hoeft, City Attorney; Nicole Tingley, City Clerk

**PLEDGE OF ALLEGIANCE**

**MISSION STATEMENT**, Read by Mayor Schmitt

Our mission is to provide the highest quality public services. Services will be provided in a fair, respectful and professional manner that effectively address changing citizen and community needs in a fiscally-responsible and customer-friendly manner.

**APPROVAL OF AGENDA**

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to approve the agenda as presented. All Ayes, Motion Carried 3-0.*

**CONSENT AGENDA**

(These items are considered to be routine by the City Council and will be enacted as part of the Consent Agenda by one motion. Items removed from consent agenda approval will be taken up as the next order of business.)

*Motion by Councilmember Novitsky, seconded by Councilmember Buesgens, to approve the Consent Agenda items as presented. All Ayes, Motion Carried 3-0.*

**1. Approve October 12, 2020 City Council Meeting Minutes**

MOTION: Move to approve the minutes of the City Council Meeting of October 12, 2020.

**2. Approve October 26, 2020 City Council Meeting Minutes**

MOTION: Move to approve the minutes of the City Council Meeting of October 26, 2020.

**3. Approve November 2, 2020 City Council Work Session Minutes**

MOTION: Move to approve the minutes of the City Council Work Session of November 2, 2020.

**4. Accept October 7, 2020 Library Board Minutes**

MOTION: Move to accept the minutes of the Library Board Meeting of October 7, 2019.

**5. Replacement of Windows in the Public Safety Building**

MOTION: Move to approve replacement of windows in the Public Safety Building through vendor Dorglass Inc for a cost of \$19,000.00.

**6. Purchase of Fitness Equipment for the Public Safety Building**

MOTION: Move to approve replacement of fitness equipment at the Public Safety Building through vendor Johnson Fitness in the amount of \$21,524.81.

**7. Approve Resolution No. 2020-91, Accepting the Feasibility Report for Zone 3B Street Seal Coat and Ordering the Public Improvement Hearing, City Project No. 2101**

MOTION: Move to waive the reading of Resolution No. 2020-91, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-91, being a resolution accepting the Feasibility Report for 2021 Street Rehabilitation Improvements – Zone 3B Street Seal Coat, City Project No.; 2101, and ordering the Public Improvement Hearing beginning at 6:00 pm on December 7, 2020.

**8. Adopt Resolution No. 2020-92, Accepting the Feasibility Report for State Aid Street Rehabilitation and Ordering the Public Improvement Hearing, City Project No. 2005**

MOTION: Move to waive the reading of Resolution No. 2020-92, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-92, being a resolution accepting the Feasibility Report for 2021 Street Rehabilitation Improvements – M.S.A. Street Overlay, City Project No. 2005, and ordering the Public Improvement Hearing beginning at 6:45 pm on December 7, 2020.

**9. Adopt Resolution No. 2020-93, Accepting the Feasibility Report for Zones 4B and 5 Street Rehabilitation and Ordering the Public Improvement Hearing, City Project No. 2002**

MOTION: Move to waive the reading of Resolution No. 2020-93, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-93, being a resolution accepting the Feasibility Report for 2021 Street Rehabilitation Improvements – Zones 4B and 5, City Project No. 2002, and ordering the Public Improvement Hearing beginning at 6:15 pm on December 7, 2020.

**10. Accept HVAC Maintenance Proposals**

MOTION: Move to accept the proposal for HVAC Preventative Maintenance Services for City facilities from Horwitz, based upon their proposal in the amount of \$149,544.00 and, furthermore, to authorize the Mayor and City Manager to enter into a three-year contract for the same.

**11. Adopt Resolution No. 2020-94, Electing to Participate in the Local Housing Incentives Account Program under the Metropolitan Livable Communities Act, Calendar Years 2021 through 2030**

MOTION: Move to waive the reading of Resolution No. 2020-94, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-94, a resolution of the City Council for the City of Columbia Heights, Minnesota, electing to participate in the local housing incentives account program under the Metropolitan Livable Communities Act, calendar years 2021 through 2030.

**12. Adopt Resolution No. 2020-95, Approving a Subordination of Mortgage in Connection with the City's Single Family Deferred Loan Program**

MOTION: Move to waive the reading of Resolution No. 2020-95, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-95, being a resolution approving the subordination of mortgage in connection with the City's Single Family Deferred Loan Program.

**13. Approve Business License Applications**

MOTION: Move to approve the items as listed on the Business License Agenda for November 9, 2020, as presented.

**14. Review of Bills**

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8, the City Council has reviewed the enclosed list of claims paid by check and by electronic funds transfer in the amount of \$1,584,036.14.

Mayor Schmitt inquired about the status of the Library Board's Pat Sowada Memorial, and Manager Bourgeois responded that she will apprise the Council of any update.

**PUBLIC HEARINGS**

**15. Adopt Resolution No. 2020-96, Approving a Variance for the Property Located at 1329 41<sup>st</sup> Avenue NE**

Planner Hammond provided background information and reported that the owner of 1329 41<sup>st</sup> Avenue NE requested a variance to construct an attached two-car garage abutting the 14' easement. The request was reviewed by the Public Works Department, who noted that the City has an 8" watermain near the center of the 14' easement and the main is 7' to 8' below the existing ground. Public Works and the Planning Commission both concur with the variance requested provided that the structure including footings and eaves is on private property. Councilmember questions were addressed.

Mayor Schmitt opened the public hearing.

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to close the public hearing and waive the reading of Resolution No. 2020-96, there being ample copies available to the public. All Ayes, Motion Carried 3-0.*

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to adopt Resolution No. 2020-96, being a resolution approving the variance for the property located at 1329 41<sup>st</sup> Avenue NE, with a change on the first variance to allow the accessory structure to be less than 20' wide. All Ayes, Motion Carried 3-0.*

## **CITY COUNCIL AND ADMINISTRATIVE REPORTS**

### **Report of the City Council**

Councilmember Buesgens reported that MNDOT has a new vision for Central Avenue and University, and she completed their survey, attended the MNDOT virtual open house, and encouraged all residents to provide their input so that any upcoming changes made will be more user friendly for residents instead of commuters. She attended the Park and Recreation Commission Meeting online, the Planning Commission Meeting, greeted attendees of the “Boo Drive-Thru” and attended the Covid candlelight vigil.

Councilmember Novitsky attended the successful “Boo Drive-Thru” and thanked City staff and volunteers for their hard work and all the participating families.

Mayor Schmitt also attended the “Boo Drive-Thru,” acknowledged planners Will Rottler and Erik Johnston for the well-organized event, and thanked City staff and volunteers.

### **Report of the City Manager**

Manager Bourgeois attended the “Boo Drive-Thru” and said the Public Works Department was thrilled to be part of the event. She then recognized Clerk Tingley and all of the election judges and City staff who were involved in the General Election. Centennial calendars may now be preordered at a cost of \$10.00 by contacting Will Rottler, Communications and Events Specialist, at 763-706-3614 or [wrotter@columbiaheightsmn.gov](mailto:wrotter@columbiaheightsmn.gov).

### **Report of the City Attorney**

Attorney Hoeft had no update to report.

## **ADJOURNMENT**

*Motion by Councilmember Novitsky, seconded by Councilmember Buesgens, to adjourn. All Ayes, Motion Carried 3-0.*

Meeting adjourned at 7:22 pm.

Respectfully Submitted,

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Nicole Tingley, City Clerk/Council Secretary