

**OFFICIAL PROCEEDINGS
CITY OF COLUMBIA HEIGHTS
CITY COUNCIL MEETING
NOVEMBER 23, 2020**

The following are the minutes for the regular meeting of the City Council held at 7:00 pm on Monday, November 23, 2020 in the City Council Chambers, City Hall, 590 40th 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 Murzyn, Jr.; Councilmember Novitsky; Councilmember Williams

Also Present: Kelli Bourgeois, City Manager; Aaron Chirpich, Community Development Director; Mitch Forney, Community Development Coordinator; Elizabeth Hammond, City Planner; Kevin Hansen, Public Works Director; James Hoeft, City Attorney; Dan O'Brien, Assistant Fire Chief; Patty Sweep, Human Resources Manager; 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

Mayor Schmitt announced the removal of item 20, "Consideration of Resolution No. 2020-104, Revocation of the License to Operate a Rental Unit within the City of Columbia Heights against the Rental Property at 980 44th Avenue N.E. for Failure to Meet the Requirements of the Residential Maintenance Codes," from the agenda as there will be a new owner making the corrections.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to approve the agenda as amended. All Ayes, Motion Carried 5-0.

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.)

Mayor Schmitt requested the removal of item 14, "Authorize Acquisition of a Toyota Mini-Truck," from the Consent Agenda for further discussion.

Motion by Councilmember Murzyn, Jr., seconded by Councilmember Novitsky, to approve the Consent Agenda items as amended. All Ayes, Motion Carried 5-0.

1. Approve June 29, 2020 City Council Special Work Session Minutes

MOTION: Move to approve the minutes of the City Council Special Work Session of June 29, 2020.

2. Approve July 20, 2020 Special City Council Meeting Minutes

MOTION: Move to approve the minutes of the Special City Council Meeting of July 20, 2020.

3. Approve November 9, 2020 City Council Meeting Minutes

MOTION: Move to approve the minutes of the City Council Meeting of November 9, 2020.

4. Accept June 24, 2020 Park & Recreation Commission Meeting Minutes

MOTION: Move to accept the minutes of the Park & Recreation Commission Meeting of June 24, 2020.

5. Adopt Resolution No. 2020-98, Entering into Contract with Medica for Employee Health Insurance

MOTION: Move to waive the reading of Resolution No. 2020-98, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-98, entering into a contract with Medica for employee health insurance coverage from January 1, 2021 through December 31, 2021 and authorizing the City Manager to sign the contract once it is received.

6. Adopt Resolution No. 2020-99, Entering into Contract with Delta Dental for Employee Dental Insurance

MOTION: Move to waive the reading of Resolution No. 2020-99, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-99, entering into a contract with Delta Dental for employee dental insurance coverage from January 1, 2021 through December 31, 2021 and authorizing the City Manager to sign the contract once it is received.

7. Adopt Resolution No. 2020-100, Establishing Eligibility Standards for Senior Citizens Utility Rates

MOTION: Move to waive the reading of Resolution No. 2020-100, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-100, being a resolution updating the income limit for senior citizen utility rates.

8. Adopt Resolution No. 2020-101, Amending 2020 Budget for Presidential Nomination Primary Reimbursement

MOTION: Move to waive the reading of Resolution No. 2020-101, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-101, being a resolution amending the 2020 budget to use and accept certain additional revenue.

9. Authorize 2021 Agreement for Residential Recycling Program with Anoka County (Annual SCORE Grant)

MOTION: Move to authorize the Mayor and City Manager to execute the annual SCORE Agreement for Residential Recycling Program with Anoka County to provide cooperation between the City and the County in the implementation of the Residential Recycling Program with \$107,937.00 in funding available to reimburse eligible recycling expenses.

10. Establish a Public Hearing Date to Consider Alley Lighting

MOTION: Move to establish December 14, 2020 at 7:00 pm as a public hearing for consideration of alley lighting between 4158 Polk Street and 1808 42nd Avenue.

11. Approve Final Compensation Change Order and Payment for 2018 State Aid Street Rehabilitation and Sidewalk Improvement, Project No. 1805

MOTION: Move to approve the final compensating change order and accept the work for 2018 State Aid Street Rehabilitation and Sidewalk Improvement, City Project No. 1805, and authorize final payment of \$48,845.33 to ASTECH Corporation of St. Cloud, Minnesota.

12. Adopt Resolution No. 2020-102, Establishing Senior Citizens or Retired and Disabled Persons Hardship Special Assessment Deferral

MOTION: Move to waive the reading of Resolution No. 2020-102, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-102, being a resolution establishing a new maximum income of \$39,300.00 for senior or retired and disabled persons to be eligible for special assessment deferral.

13. Approve Extension of GIS Range Rider Contract

MOTION: Move to approve a one-year extension to the GIS Joint Powers Agreement in the amount of \$31,280.00 and authorize the Mayor and City Manager to enter into an agreement for the same.

14. Authorize Acquisition of a Toyota Mini-Truck

Removed.

15. Adopt Resolution No. 2020-106, Approving a Professional Services Agreement between the City of Columbia Heights and Northwest Associated Consultants, Inc.

MOTION: Move to waive the reading of Resolution No. 2020-106, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-106, being a resolution approving a professional services agreement between the City of Columbia Heights and Northwest Associated Consultants, Inc.

16. Approve Attached List of Rental Housing Applications

MOTION: Move to approve items listed for rental housing license applications for November 23, 2020 in that they have met the requirements of the Property Maintenance Code.

17. Approve Business License Applications

MOTION: Move to approve the items as listed on the Business License Agenda for November 23, 2020 as presented.

18. 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 \$2,246,355.48.

Acquisition of a Toyota Mini-Truck (item 14 above)

Mayor Schmitt inquired as to how a warranty would be processed, being the vehicle would be purchased from a Bemidji dealership. Director Hansen provided background information and reported that the specific vehicle being considered for purchase received good reviews by users during a six-week trial demo and would improve operations and efficiencies that could serve multiple departments year round. The UTV's warranty would be for one year through AR-MAR Service, and servicing would be done by City Public Works. Parts would be readily available through AR-MAR or a Tennessee vendor, and the only delay would be the timeframe for shipping.

Motion by Councilmember Buesgens, seconded by Councilmember Williams, to authorize the acquisition of one Daihatsu (Toyota) model S510P Mini-Truck at a purchase cost of \$19,550.00, deducting for trade-in value for a final cost of \$0.00 plus tax and license. All Ayes, Motion Carried 5-0.

PUBLIC HEARINGS

19. Consideration of Resolution No. 2020-103, Revocation of the License to Operate a Rental Unit within the City of Columbia Heights against the Rental Property at 4113 6th Street N.E. for Failure to Meet the Requirements of the Residential Maintenance Codes

Assistant Chief O'Brien reported that the property at 4113 6th Street N.E. is up for revocation as the landlord's license ended August 31, 2020 and the City has received no contact from the landlord.

Councilmember Murzyn, Jr. said he had driven by the property and none of the necessary improvements had been made. Mayor Schmitt inquired as to whether the property has had problems in the past, and Assistant Chief O'Brien responded that he did not believe so, is a family exempt property and does appear occupied.

Mayor Schmitt opened the public hearing.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr., to close the public hearing and waive the reading of Resolution No. 2020-103, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr., to adopt Resolution No. 2020-103, being a resolution of the City Council of the City of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed. All Ayes, Motion Carried 5-0.

20. Consideration of Resolution No. 2020-104, Revocation of the License to Operate a Rental Unit within the City of Columbia Heights against the Rental Property at 980 44th Avenue N.E. for Failure to Meet the Requirements of the Residential Maintenance Codes
Removed.

ITEMS FOR CONSIDERATION

Ordinances and Resolutions

21. Adopt Resolution No. 2020-105, HRA Levy Request for 3930 University Avenue Remediation Project (“Root Property”)

Coordinator Forney provided background information regarding the remediation project for 3930 University Avenue, previously known as the “Root Property”. Further environmental testing by Carlson McCain revealed additional contaminants since phase two testing in 2012. The cost of extra testing and lab work has exceeded the awarded Community Development Block Grant funds, resulting in a shortfall of \$10,867.71. Community Development staff recommend utilizing the Anoka County HRA economic development levy to cover the excess unforeseen costs. Overall, the project has been reviewed by several overseeing organizations, and the Mille Lacs Band of Ojibwe requests that the City provides someone onsite to ensure are no burial sites disrupted and any artifacts recovered be handled in an appropriate manner. Trenches will range from a depth of 3’ to 6’. The project has been granted an extension, and it is anticipated that the property will be completely remediated in the spring of 2021. Phase two costs will require an additional \$7,000.00 for the extra contaminants found to be shipped to the nearest dumpsite, which is located in Michigan.

Motion by Councilmember Buesgens, seconded by Councilmember Williams, to waive the reading of Resolution No. 2020-105, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Williams, to adopt Resolution No. 2020-105, being a resolution requesting funds from the Anoka County Housing and Redevelopment Authority to support economic development activities within the City of Columbia Heights. All Ayes, Motion Carried 5-0.

CITY COUNCIL AND ADMINISTRATIVE REPORTS

Report of the City Council

Councilmember Buesgens attended the City School Board meeting online, during which was played a virtual ribbon-cutting video on North Park Elementary that highlighted all of the innovations; she thanked City residents for supporting its referendum. Attended the groundbreaking event at 3989 Central Avenue with fellow councilmembers and staff and said a live webcam is on the City website under "New City Hall." She delivered leftover produce to chicken keepers in the City from SACA; thanked Public Safety employees for the bag lunch provided to staff and Council; watched the Minnesota Climate Adaptation Zone meeting, which focused on multidisciplinary approach to creating resilience and sustainability in Minnesota communities; and attended online the Metro Cities Legislative Policies meeting.

Councilmember Williams said a young man contacted him who received a ticket for parking on the street and said it is very difficult to pay the fines whenever he has to park on the street; Councilmember Williams said the man didn't understand the law and suggested he contact the Police Department about a possible parking permit. He then expressed thanks for being on the Council and wished everyone a Happy Thanksgiving.

Councilmember Murzyn, Jr. attended the City Hall Groundbreaking Ceremony and wished everyone a Happy Thanksgiving.

Councilmember Novitsky attended the City Hall Groundbreaking Ceremony and said he was glad to see the project move forward. He wished everyone a Happy Thanksgiving.

Mayor Schmitt thanked everyone for attending the City Hall Groundbreaking Ceremony. She attended, along with Manager Bourgeois and Mayor-elect Amada Marquez Simula, a virtual luncheon with Representative Ilhan Omar; and attended, with Councilmember Buesgens, the Metro Cities Adoption meeting and said it has been interesting to hear some of the new policies that have been presented.

Report of the City Manager

Manager Bourgeois reported the winter compost cart service schedule is posted on the City yard waste and organics website and residents should move their compost carts out to the alley; there have been some problems with pick-up as trash hauler drivers have been dealing with Covid as well, and this will be discussed at an upcoming Council work session. There will only be one Council meeting in December, on the 14th, regarding the budget and announcements of "Citizen of the Year" and "Employee of the Year." Council feedback was requested on the possibility of providing collection boxes at some public facilities (City Hall vestibule and Murzyn Hall) for "Toys for Tots" as part of the City's 100-Year Anniversary, and Councilmembers approved. A Special Council Meeting will be at 4:00 pm on Monday, November 30, with agenda items being approval of the final City Hall floor plan, City Hall budget, and roof and facade improvements on Liquor Store 3. She reminded residents that City public facilities will be closed on Thursday, November 26, and Friday, November 27, for Thanksgiving.

Director Hansen reported there will be Public Improvements meetings every 20 minutes beginning at 6:00 pm on Monday, December 7, at City Hall.

Report of the City Attorney

Attorney Hoeft had no update and wished everyone a Happy Thanksgiving.

ADJOURNMENT

Motion by Councilmember Buesgens, seconded by Councilmember Williams, to adjourn. All Ayes, Motion Carried 5-0.

Meeting adjourned at 7:28 pm.

Respectfully Submitted,

Nicole Tingley, City Clerk/Council Secretary