

**City of Columbus
Regular City Council Meeting
06.27.18**

The 06.27.18 meeting of the City of Columbus City Council was called to order at 7:02 p.m. by Mayor Dave Povolny at the City Hall. Present were Council Members Bill Krebs, Jeff Duraine, Mark Daly, and Denny Peterson; City Administrator Elizabeth Mursko, City Attorney Bill Griffith, City Engineer Dennis Postler, and Public Communications Coordinator Jessica Hughes.

Also in attendance were: Tim Bluhm, Gary Bluhm, Rodney & Sandra Skoog, Paul Peskar, Kris King, Dan Mike, Janet Hegland, and Julia Parent (Forest Lake Times).

A. CITY COUNCIL REGULAR MEETING

- 1. Call to Order - Regular Meeting – 7:02 P.M.**
- 2. Pledge of Allegiance**

B. CONSENT AGENDA

- 1. Motion – Approval of the 04.25.18 Closed City Council Meeting Minutes**
- 2. Motion – Approval of the 05.09.18 City Council Meeting Minutes**
- ~~**3. Motion – Approval of the 05.23.18 City Council Meeting Minutes**~~
- 4. Motion – Agenda Approval with Additions**
- 5. Motion – Pay Bills as Posted**

Motion by Daly to approve the Consent Agenda. Seconded by Krebs. Motion carried unanimously

C. PRESENTATIONS

6. Presentation – Center Point Energy Grant Check Presentation – Jeff Hagman

Mr. Jeff Hagan from Centerpoint Energy came forward to present Mayor Povolny with a \$2,000 check from their community partnership grant program. The program was created to invest in Cities within the Centerpoint service area and promote projects that have to do with public safety. The money will be used to install a solar powered speed limit sign with radar capabilities on Notre Dame Street, near the baseball fields.

7. Planning Commission Report

The Planning Commission report was presented by Jesse Preiner. The Planning Commission met on 06.20.18 and Preiner presented his report on three (3) topics.

Skoog's Oak View Estates Plat 3 Preliminary/Final Plat

The Planning Commission held a Public Hearing for the Skoog family's preliminary/final plat for Oak View Estates. The Skoogs would like to develop and sell three (3) lots located at 18366 Kettle River Blvd. The Planning Commission unanimously recommended approval of the preliminary/final plat.

Motion by Peterson to approve PC-18-114 the Skoog's Oak View Estates Plat 3 Preliminary and Final Plat application (dated 04.27.18) based on Findings of Fact and Conditions of Approval 1 – 8 from the Planner's Memo (Dated 06.07.18). Seconded by Krebs. motion carried unanimously.

Skoog's Oak View Estates Plat 3 Preliminary/Final Plat Findings of Fact:

1. The preliminary plat application was found complete for review on April 27, 2018.
2. The 120-day preliminary plat review deadline is August 25, 2018.
3. There are a total of 25.85 acres in the proposed plat, located at 18366 Kettle River Blvd. NE, on property legally described as part of Government Lot 2 and part of the Southeast Quarter of the Northeast Quarter of Section 36, Township 33, Range 22.
4. The property is zoned RR Rural Residential.
5. Four residential lots are proposed. There is one existing dwelling on the proposed southerly 6.0-acre lot (Lot 4, Block 1).
6. Proposed Lots 1-3 range in size from 6.1 acres to 6.2 acres.
7. Each lot includes adequate buildable areas for future homes, rear accessory buildings and SSTS areas.
8. The density of the proposed development is one home per 6.12 acres (net of ROW), which is consistent with the Comprehensive Plan and Zoning Ordinance.
9. All lots exceed the minimum street frontage of 220 feet. All other dimensional standards and setback requirements are met.
10. Property boundary drainage and utility easements are recorded on plat.
11. A wetland delineation Notice of Decision, issued on March 27, 2018, identifies two small wetlands in the rear yards of Lot 1 and Lot 2. Neither is located on the preliminary or final plat.
12. The proposed plat is not affected by any shoreland overlay district.
13. There are no floodplain areas in the plat.
14. Anoka County Transportation Division issued a letter on June 6, 2018, requiring additional Right-of-way on CSAH 62 and approving the individual driveway access locations.
15. The final plat is consistent with the preliminary plat.
16. Subsequent NPDES II permits will be required for any individual site grading that exceeds one acre.
17. The Planning Commission held a public hearing on the Skoog's Oak View Estates Plat 3 Preliminary Plat on June 20, 2018.

Skoog's Oak View Estates Plat 3 Preliminary/Final Plat Conditions of Approval:

1. Wetland area easements and 16.5 feet buffer shall be noted on the final plat.
2. Recommendations of the City Engineer.
3. Title review and recommendations of the City Attorney.

4. Additional Right-of-way dedication and driveway permits required by Anoka County Transportation Division.
5. Recommendations of the Anoka County Survey Department.
6. Permanent wetland buffer plaques at intervals determined by the City.
7. Cash in lieu of park land dedication requirements.
8. Subsequent NPDES II permit(s) for any individual site grading that exceeds one acre.

Ecofun Motorsports Non-Binding Concept Review

Tim and Gary Bluhm from Ecofun Motorsports came forward to discuss a non-binding concept review. Ecofun is a family owned motorsports dealership that specializes in street legal scooters, youth ATVs, and electric bicycles. They are currently looking at purchasing property on the north side of Lake Drive, across from the Holiday Gas Station. They hope to build a 10,000 square foot showroom/office area with a 2,000 square foot service area and a 5,000 square foot warehouse in the rear. The property is currently vacant and has PIN #24-32-22-21-0002.

Duraine asked where the business is currently located? Tim Bluhm said that they have a space next to the Dairy Queen in Forest Lake. Duraine continued to ask how many acres the parcel they are considering purchasing is? Tim Bluhm replied that the parcel is about 19 acres, however the County will be using a portion of it for ponding. Mursko added that there is an easement for power lines running through the property, and there cannot be a building located underneath the power lines.

Mayor Povolny asked what type of building they are expecting to build? Tim Bluhm said they are planning a tip up building with glass on the front.

Mayor Povolny said that in order to locate this business on that property, the City would need to either make a Text Amendment to allow motorsport sales in the Community Retail district, or the Council could make the distinction in the City's code that motorsport sales and retail are the same. He continued by saying that he feels comfortable making the distinction that motorsport sales and retail are the same, and Council members agreed.

Motion by Peterson to accept the code interpretation that the existing retail category in the Community Retail District includes retail sales of motorsports. Seconded by Duraine. Motion carried unanimously.

Chapter 7A Ordinance Lot Dimension Amendment

The Planning Commission also considered an amendment to the City Code which would redefine "lot area" to say that; "...residentially-zoned platted lots shall be inclusive of any adjacent platted or deeded right-of-way to 0.17 acres for the purposes of determining allowed accessory structures and animals". The Planning Commission unanimously recommended approval of the amendment.

Motion by Peterson to approve Ordinance 18-02, an ordinance redefining "lot area" in the City of Columbus. Seconded by Krebs. Motion carried unanimously.

Coon Lake County Park Veteran's Memorial

Mursko reported that Anoka County is building a Veteran's Memorial at the Coon Lake County Park in Columbus. The dedication ceremony is on 07.07.18 at 11:00 a.m., and anyone who is interested in attending must call and RSVP beforehand.

Lastly, Mursko reported that the next Planning Commission meeting is cancelled, and meetings will start again on 07.18.18.

9. Public Open Forum

No report.

D. STAFF AND CONSULTANT REPORTS

9. Engineer Report

City Engineer Dennis Postler presented his Engineer's report on three (3) topics.

NE Quad Grading & Drainage Feasibility Report

With the potential for development on City-owned property in the NE I-35 and TH 97 quadrant, a feasibility report has been prepared for the design of Grading and Drainage improvements.

The feasibility report also lays out the cost for assembling the report and for review by the Rice Creek Watershed District. The rounded total cost for the improvement is \$383,000. The prorated share to be assessed to future developers is \$351,000. Also included in the cost is the City's share of \$39,000 which will also be used partially to fund the Hornsby Street realignment project.

Duraine asked Postler if the dirt which Shafer contracting brought in for their batch plant will be useful for the grading and drainage plan? Postler replied that it will be close to the final grade, so it may turn out to be useful. In addition, Shafer's agreement says that the City can choose to leave the dirt as they placed it, or they can ask that Shafer remove it.

Duraine followed up by asking if a future developer could change the alignment of Hornsby Street? Postler said that it is possible, however the alignment is established and preliminary design has begun. He added that the buyer of the land can modify the proposed contours on the property after it is purchased, but the ponds must remain in the same general location and at the same general size.

Mayor Povolny asked if the storm sewer will run the length of the road? Postler replied that it will because it is an urban section of curb and gutter. Daly asked if there will need to be an easement for a drainpipe which runs underneath a parcel? Postler replied that there will need to be a 20-25-foot-wide easement for the pipe, so a building cannot be placed there.

Postler finished by saying as long as the Public Hearing is held one (1) month from today on 07.25.18, work will be completed alongside the Hornsby Street realignment project. In February 2019 the project would be bid, and construction will begin in May.

Motion by Peterson to approve Resolution 18-15, a resolution receiving report and calling a Public Hearing on 07.25.18 for grading and drainage improvements on the City-owned property in the NE Quadrant of I-35 and TH 97 (City Project 2018-2). Seconded by Krebs. Motion carried unanimously.

NE Quad Utility Extensions Feasibility Report

The next report Postler presented was a feasibility report for the improvement of Sanitary Sewer and Water Main Extensions from Hornsby Street/TH 97 to approximately 1,000 feet north to serve future development in the NE Quadrant of I-35 and TH 97 (City Project 2018-3).

The estimated cost for the utilities extension is \$479,200. There are four (4) properties to be developed in that quadrant, however because the expectation is that one (1) developer will purchase all of the properties there is only one (1) assessment listed in the report.

Griffith commented that the potential buyer of the NE Quad land understands that realigning the road, extending utilities, and adding a traffic signal will all be beneficial to both the City and the developer.

Motion by Daly to approve Resolution 18-16, a resolution receiving report and calling a Public Hearing on 07.25.18 for the improvement of Sanitary Sewer and Water Main Extensions for the City-owned property in the NE Quadrant of I-35 and TH 97 (City Project 2018-3). Seconded by Krebs. Motion carried unanimously.

North Hornsby Street Sidewalk Design Questions

Postler's last topic was the design of the sidewalk on north Hornsby Street. He said that MnDOT is planning to build a sidewalk along the north side of TH 97 up to the intersection with Hornsby Street. Because the City will be adding a traffic signal at that intersection, it will be necessary to put crosswalks on all four corners. With that, Postler asked the Council for input on the design of sidewalks along Hornsby Street north of TH 97.

The Council considered designs which Postler submitted. The first consideration to make is whether the road and sidewalk should be 66 feet wide or 60 feet wide. The 60 foot design shows two (2) options; an 8 foot wide sidewalk directly abutting 2 feet wide curb and gutter, and a 5 foot sidewalk with 3 feet of green space and 2 feet of curb and gutter. The 66 foot design also shows two options; an 8 foot wide sidewalk with 3 feet of green space and 2 feet of curb and gutter, and a 5 foot wide sidewalk 6 feet of green space and 2 feet of curb and gutter.

Postler said that an option would be to have a sidewalk on one side of the street, which would offset the right-of-way. Mayor Povolny said that he would prefer a 60 foot wide road with this option. Daly commented that he would like to see the sidewalk on the west side of the road. Mayor Povolny noted that an 8 foot wide sidewalk would be more convenient to plow than a 5

foot wide sidewalk, also adding that he would prefer a bituminous sidewalk over concrete. Postler noted that an 8 foot bituminous sidewalk is roughly the same cost as a 5 foot concrete sidewalk.

Next, the question of streetlights and trees were addressed. Postler said that those two (2) features are still to be determined. He continued to say that streetlights were already included in the project's price. Griffith noted that if City's Right-Of-Way is developed, property owners are expected to maintain it. Council Members agreed they would not like to add any trees to the design.

Postler added that because the sidewalk is part of the Hornsby Street realignment project, money from the bonding bill and LRIP funds will be used to pay for it.

10. Attorney Report

Columbus 3597 JAMP, LLC Predevelopment Agreement

Griffith reported that the proposed master developer of the NE Quad, JAMP LLC, contacted the City to determine the cost of public improvements in that area. They were able to come to an agreement with the City in the form of a Predevelopment Agreement. The Predevelopment Agreement covers their share of assessments, timing for development milestones, and an agreement on a freestanding sign. Based on Postler's earlier report, the developer was told that their share of storm water design and Sanitary Sewer and Water Main extensions will be \$351,000. The Predevelopment Agreement binds the developer to those costs and waives the hearing requirements. Any further changes to the grading must be approved by the Rice Creek Watershed District.

Griffith continued to say that the agreement is laid out as a Development Agreement, however since it is predevelopment, some items have yet to be finalized. By completing the Predevelopment Agreement the stage is set for discussion about utilities, and a time frame has been agreed upon for completing certain milestones for design, planning, marketing, and commencement of the project. The expectation is that the project will begin on or before November 30, 2019 but no later than May 30, 2020.

Mayor Povolny asked Griffith if the earnest money would be returned at that point? Griffith replied that the details about earnest money are outlined in the Purchase Agreement, which has already been approved.

Motion by Duraine to approve the Predevelopment Agreement for the NE quadrant of the TH 97 and I-35 intersection between the City of Columbus and Columbus 3597 JAMP, LLC. Seconded by Peterson. Motion carried unanimously.

DEED Minnesota Investment Program Discussion

Griffith presented information on an application being considered for a potential distribution center in the Freeway District. He discussed a low interest loan with MN DEED through the Minnesota investment fund. MN DEED would make a grant to the City which the City could

then loan out to a business. The loan would be paid back to the City, and in turn back to MN DEED. The City could keep \$100,000 as a small business rotating fund, or they could grant forgiveness of the \$100,000. City Staff are recommending forgiveness at this time.

Mayor Povolny asked Griffith if the City is compensated for administrating the loan? Griffith replied that there is no compensation for that work. He added that the incentive for taking the loan is to is bring new businesses to the City, and if the Council chooses, to use the \$100,000 as a small loan to a new business. Daly asked if the City is affected if the loan defaults? Griffith replied no, there is zero liability for the loan.

Mayor Povolny noted that his only concern is that it is another program that City Staff must administer. Griffith said that the reporting period is only two (2) years. Mursko clarified that the City will still be the agent for payments for ten (10) years, but after two (2) years additional reporting requirements are dropped. Mayor Povolny asked if it would be possible to get an estimate on the cost for staff and banking duties? Griffith replied that he would provide such an estimate for the Council to consider.

12. Mayor and Council Members Report

Council Member Krebs

No report.

Council Member Peterson

No report.

Council Member Daly

No report.

Mayor Povolny

No report.

Council Member Duraine

No report.

13. Public Works Report

No report.

14. Public Communications Coordinator Report

No report.

15. City Administrator's Report

Treasurer's Report

Receipts:	\$ 85,785.02
Disbursements:	\$ 262,116.28
Balance:	\$4,188,012.24

Fund Transfers

Mursko reported on two (2) internal fund transfers. Bond Fund 350 is projecting a shortfall balance of \$40,000. Therefore, the Finance Department is proposing a transfer of \$40,000 from Fund 241 HRA-EDA Debt Service to Bond Fund 350 2012A Refunded Bonds. The second transfer is due to projects not ordered from Fund 418 (2018 Road Construction), and the recommendation is to close the Fund. The Fund Balance from Fund 418 would be transferred to Fund 125 Blacktop/Gravel Special Revenue.

Motion by Daly to approve all transfer action items listed in the memo dated 06.27.18, effective as indicated on each line item. Seconded by Peterson. Motion carried unanimously.

Appointment of 2018 Primary, General, and Absentee Election Judges

Next, Mursko presented a letter discussing the hiring of 28 election judges for the 2018 Primary and General Elections. Of the 28 judges, one (1) is scheduled to work a full shift, while the remaining 27 will work split shifts; from 6:00 a.m. to 2:30 p.m., or from 2:00 p.m. to 9:00 p.m. Some judges may not work and will be on standby in case of an absence.

Motion by Duraine to approve the list appointing election judges for the 2018 Primary and General Elections, any substitutions or appointments of additional judges for both elections as deemed appropriate by the City Clerk, the established hourly wages for election judges, and appoint the Absentee Ballot Board as listed on the attached sheet for the 2018 Primary and General elections or substitute other appointed election judges as needed. Seconded by Krebs. Motion carried unanimously.

Forest Lake Cable Commission Updates

Mursko reported that additional updates to the City Council Chambers were completed today. She told the Council that there will no longer be large cameras in the back of the room for filming the meetings. Instead, four cameras have been installed on the ceiling, and they will be controlled by someone sitting in an adjoining room at a control station. In addition, they will be replacing all microphones in the Chambers.

One of the questions posed to Mursko was regarding television monitors. She said that the original plan was to have a 90" TV monitor mounted on the wall behind Council Members. However, it was determined that would be too costly, and Mursko is wondering what the Council would like to do instead? Mayor Povolny said that he thought three (3) monitors would be best;

one (1) in the hallway, and two (2) in the Chambers on either side of the room. Duraine commented that he does not think that the Chambers need to have two (2) televisions.

The consensus from the Council was that they would like to keep the projector and screen in the Chambers, add two (2) monitors to the Chambers, and one (1) monitor in the hallway.

Mayor Povolny asked about captioning software for the videos. Mursko said that the City would have to purchase captioning software separately, and she is aware that Forest Lake pays \$450 per month for their software. Mayor Povolny continued to ask if there are streaming capabilities? Mursko replied that the new system does have streaming capabilities.

Senior Center Discussion

Krebs asked Mursko for an update on the situation with the Senior Center. Mursko said that since the last Council meeting their switchplates were replaced, and the City found someone to fix and replace their blinds. In terms of the door and entryway, Mursko said that Public Works Superintendent Jim Windingstad will be repairing the slab which the door sits on. She continued to say that the floors were cleaned and sealed, and will need to be resealed each quarter. According to the Senior Center, the corners of the rooms were not cleaned or sealed. Windingstad reported that he found someone to clean all the corners and go over the floor one more time with a sealant.

Mursko continued by noting that a sticker was missing from the stove hood, which is required to show that it was cleaned professionally. She added that the person who cleaned the hood will be sending an email as proof that he cleaned it. In addition, City Staff are working with Forest Lake Fire to complete an inspection of the kitchen.

The last topic related to the Senior Center is the oven. The Center is claiming that it was not professionally cleaned, however the person hired to do the cleaning believes otherwise. Mayor Povolny said that the City should hire a professional cleaner and get it done. Peterson asked about the amount that the City can spend on the Center, since the budget on repairs is \$3,600 a year and a significant portion has already been spent. Mursko said that the lease renews on July 1, so if the project is delayed until that time it would be possible to pay to professionally clean the oven.

Motion by Duraine to spend up to \$2,500 on repairs to the Senior Center. Seconded by Peterson. Motion carried unanimously.

E. ANNOUNCEMENTS & REMINDERS

16. Calendar of Meetings.

The next Planning Commission meeting is on 07.18.18.

F. ADJOURNMENT

Motion by Duraine to adjourn. Seconded by Krebs. Motion carried unanimously.

Meeting adjourned at 8:24 P.M.

Respectfully Submitted:

Jessica Hughes, Public Communications Coordinator