

**City of Columbus**  
**Regular City Council Meeting**  
**February 22, 2017**

The February 22<sup>nd</sup>, 2017 meeting of the City of Columbus City Council was called to order at 7:06 p.m. by Mayor Dave Povolny at the City Hall. Present were Council Members Mark Daly, Jeff Duraine, Bill Krebs and Denny Peterson; City Administrator Elizabeth Mursko, Engineer Dennis Postler, Attorney Bill Griffith and Public Communications Coordinator Jessica Hughes.

Also in attendance were: Bill Prinsen, Myron Organ, Sherry Organ, Joyce Guttson, Kris King, Paul Peskar, Dave Schueler, Dick Zaccardi, Garth Sternberg, Jody Krebs, Mary Preiner, Pat Preiner, Jesse Preiner, Public Works Superintendent Jim Windingstad, Paul Rignell (Forest Lake Times) and Brandon Taylore (LATV).

**A. CITY COUNCIL REGULAR MEETING**

- 1. Call to Order - Regular Meeting – 7:06 P.M.**
- 2. Pledge of Allegiance**

**B. CONSENT AGENDA**

- 3. Motion – Approval of the City Council Meeting Minutes 02.08.17**
- 4. Motion – Proclamation Domestic Violence – Alexandra House Request**
- 5. Motion – Approval of the Columbus Senior Center Lease**

**Motion by Krebs to approve consent agenda, excluding item 5. Seconded by Daly. Motion carried unanimously.**

**5. Senior Center Lease Discussion**

City Attorney Bill Griffith presented the updated Senior Center Lease to the Council, based on recommendations from the February 8<sup>th</sup> 2017 meeting. Joyce Guttson and Sherry Organ came forward representing the Senior Center to discuss the terms of the lease. Guttson asked the Council if it was possible to change the length of the lease from 3 years to 1 year. The Council agreed that was acceptable, and asked Griffith to update the lease reflecting this.

Also during the February 8<sup>th</sup> 2017 City Council meeting, the Council agreed to donate some cleaning and repair work to the Senior Center. Guttson and Organ asked to clarify what exactly the Council is agreeing to help with. On their list for the Senior Center is a commercial cleaning of the kitchen which would include; cleaning the walls, ceiling, stove hood, top of the fridge and freezer, mats and runners, as well as painting the walls. In the main area; clean the windows, floor runners, replace the carpet in the craft area (with tile or carpet) and wax the floors. In the bathroom; wash and paint the walls. In terms of repairs, the Senior Center is asking for; replacing or repairing all window blinds in the Center, and fixing the front door (it is rusted and needs new screws). Lastly, Guttson and Organ are asking for a new phone system and for the Senior Center's garbage to be combined with the City's so they will not have to pay for its removal. The Council agreed to doing this work at no cost to the Senior Center.

Krebs clarified at this time that the minutes from the February 8<sup>th</sup> 2017 meeting are incorrect,

and that Duraine will help to repair and install blinds, not donate new blinds. Council Member Peterson said that his son (Tony Peterson) has experience with repairing and installing blinds, and he would be happy to meet with Duraine to look at the blinds in the Senior Center and determine which can be repaired and which need to be replaced.

Lastly, Organ asked to clarify that their rent will stay the same at \$300/month, and the Council replied yes. The question was asked when cleaning and repair work will begin? City Administrator Mursko said that the first step would be to get the Lease Agreement signed, and then herself and Public Works Superintendent Jim Windingstad will meet with the Senior Center leadership on a Tuesday and put together a plan for completing the work. In the meantime, Mursko encourages Council Member Duraine to meet with Tony Peterson to determine the scope of work for blinds in the Center.

**Motion by Duraine to approve the Senior Center Lease with the change from a 3-year term to a 1-year term. Seconded by Krebs. Motion carried unanimously.**

## **C. PRESENTATIONS**

### **6. Planning Commission Report**

The Planning Commission report was given by Commissioner Garth Sternberg. There were two topics being recommended for approval from the Planning Commission; an IUP Application for a Residential Zoned Business, and a Variance Request.

#### 9061 W Broadway Ave Residential Zone Business Request

The Planning Commission received an application for a Residential Zone Business Interim Use Permit from Richard Zaccardi for his business Zac's Industrial Sewing. Zaccardi is proposing to construct an addition to a pole building located on his property. The Planning Commission recommended approval of this IUP request.

**Motion by Krebs to approve (PC-17-103) IUP application for a Residential Zone Business from Richard Zaccardi (dated 01.17.17) for 9061 W Broadway Avenue, based on Findings of Fact and subject to Conditions 1-10 as outlined in the Planner's Memo (dated 02.16.17). Seconded by Peterson. Motion carried unanimously.**

#### Zac's Industrial Sewing IUP Findings of Fact

1. The City received an IUP application from Richard Zaccardi, doing business as Zac's Industrial Sewing ("Zaccardi"), on January 17, 2017 and supplemented on January 27, 2017. The application was found complete.
2. The 60-day review deadline is March 28, 2017. The 120-day review, if necessary, is May 27, 2017.
3. Zaccardi owns and occupies a residence at 9061 West Broadway Avenue on 38.84 acres of property, legally described as the Northwest Quarter of the Southwest Quarter of Section 1, Township 32, Range 22, except the west 20 feet thereof ("Property").
4. The Property is zoned Rural Residential.

5. Zaccardi cuts and sews fabric for pillow cases.
6. There are no customers or onsite sales associated with the pillow case production.
7. Onsite activities include regular deliveries of fabric, fabric cutting and sewing, distribution of cut materials to offsite home sewers, and distribution of finished products to a pillow manufacturer.
8. Onsite activities are primarily conducted by members of the Zaccardi family.
9. There is no outside storage associated with the business, except temporary storage of material pallets, which are routinely delivered and removed after use.
10. The property contains an existing 48 feet by 80 feet accessory building and an existing 60 feet by 120 feet accessory building.
11. Zaccardi proposes to construct a 54 feet by 60 feet addition to the larger accessory building.
12. The aggregate total square footage of existing and proposed accessory buildings is consistent with the acreage of the Property.
13. Rice Creek Watershed District waived any permitting requirements for the proposed building addition in an email notification to Zaccardi, dated November 16, 2016.
14. There are 20 existing pine trees planted along west Broadway Avenue and 8 pine trees planted in front of the larger accessory building.
15. Zaccardi proposes to plant 3 additional pine trees in front of the proposed building addition.
16. Conditional use permits were previously approved on the Property in 1994 and 2000 for a previous Property owner and for home-based business activities that have since been abandoned.
17. The IUP public hearing was held by the Planning Commission on February 15, 2017.

#### Zac's Industrial Sewing IUP Conditions of Approval

1. The IUP is contingent upon detailed recommendations of the City Engineer.
2. The IUP is contingent upon subsequent detailed building addition plan review and permitting by the City Building Official.
3. The IUP shall expire on December 31, 2022. Zaccardi may reapply for an IUP upon expiration of the term, according to procedures in the Columbus City Code.
4. There are no vested rights in the issuance of the IUP and the IUP is not transferrable.
5. Site improvements and conduct of the Residential Zone Business shall be consistent with the application materials received by the City on January 17 and January 27, 2017, including the site plan dated January 12, 2017, which are attached to the IUP by reference.
6. Conduct of the Residential Zone Business shall be consistent with all applicable federal, state and local laws, rules, licenses and ordinances.
7. Any future subdivision of the Property may result in the reduction and removal of accessory building square footage, based upon the acreage-based formula for accessory buildings in the Columbus City Code.
8. In the event the City Council determines, in its sole discretion, that the use of the Property is not being operated in accordance with any term or condition contained herein, the IUP may be revoked by the City upon proper notice and a hearing.
9. Zaccardi shall cooperate with the City in terminating the conditional use permits previously issued on the Property.
10. The IUP is contingent upon reimbursement of all City expenses associated with IUP issuance, inspections and enforcement.

#### Woodland Development (Preiner's Preserve) Variance Request

The Planning Commission also received a Variance Request from Woodland Development (Preiner's Preserve) for the proposed Preiner's Preserve plat. A portion of the plat was done using metes and bounds, which is not normally accepted for a development. Per the Developer's Agreement, Woodland Development (Preiner's Preserve) had to apply for a variance for this departure. The Planning Commission recommended approval of this Variance Request.

**Motion by Peterson to approve (PC-17-104) Variance Request (dated 01.25.17) submitted by Woodland Development (Preiner's Preserve) for the use of metes and bounds in a portion of the proposed Preiner's Preserve plat. Seconded by Krebs. Motion carried unanimously.**

## **7. Public Open Forum**

Bill Prinsen came forward for Public Open Forum. Prinsen stated that he is working with another resident, named Willie Davis, as their situations are intertwined. Davis has been dealing with high water levels on his property for some time, and Prinsen has a snowmobile track that runs through Davis' property. Prinsen presented a map of the area surrounding Davis' home, highlighting the elevations of the land. A large amount water is flowing into Davis' property which is causing flooding on the main floor of his home. Windingstad commented that this is a big issue that he has been working with Davis on for a few years now. After some discussion about water flow patterns in the area, the City Council decided they would like Windingstad and City Engineer Dennis Postler to take some time investigating the water flows in the area. They agreed to do so and will bring information back to the Council at a later date.

## **8. Sunrise WMO 2018 Budget**

The Sunrise Water Management Organization (SRWMO) published their 2018 budget for the City of Columbus to consider ratifying. Council Member Krebs pointed out that the amount of money for operational costs they're asking Columbus has increased since 2017. SRWMO is required to update it's 10-year watershed management plan, and the anticipated 2-year expense is \$45,000.

**Motion by Peterson to approve the 2018 Sunrise Water Management Organization Budget. Seconded by Krebs. Motion carried unanimously.**

## **D. STAFF AND CONSULTANT REPORTS**

### **9. Engineer Report**

#### 2017 Crack Sealing Bids

On February 16<sup>th</sup>, 2017, bids were received for the City's 2017 Crack Sealing Project. Eight bids were received with the low bid submitted by KAMCO, Inc. of Dassel, Minnesota. Listed below is a summary of the bids received:

Contractor	Base Bid
KAMCO, Inc.	\$19,240.00
Asphalt Surface Technologies Corp.	\$19,370.00
Seal Tech, Inc.	\$20,800.00
American Pavement Solutions, Inc.	\$21,320.00
Precision Roadway Services, LLC	\$24,570.00
Northwest Asphalt & Maintenance	\$27,300.00
Fahrner Asphalt Sealers, LLC	\$29,510.00
Allied Blacktop Company	\$29,640.00
Engineer's Estimate	\$29,250.00

**Motion by Peterson to accept bids and award contract for the 2017 Crack Sealing Project to KAMCO, Inc. for a base bid of \$19,240.00. Seconded by Krebs. Motion carried unanimously.**

#### 2017 Sealcoating Bids

On February 16<sup>th</sup>, 2017, bids were received for the 2017 Sealcoating Project. Four bids were received with the low bid submitted by Allied Blacktop Company of Maple Grove, Minnesota. Listed below is a summary of the bids received:

Contractor	Base Bid
Allied Blacktop Company	\$169,231.27
Asphalt Surface Technologies Corp.	\$197,844.09
Pearson Bros., Inc.	\$218,460.15
Fahrner Asphalt Sealers, LLC	\$255,046.17
Engineer's Estimate	\$204,293.10

**Motion by Peterson to accept bids and award contract for the 2017 Sealcoating Project to Allied Blacktop Company for a base bid of \$169,231.27. Seconded by Krebs. Motion carried unanimously.**

#### Xingu Street NE and 159<sup>th</sup> Avenue NE Bids

On February 16<sup>th</sup>, 2017, bids were received for the 159<sup>th</sup> Avenue NE and Xingu Street NE Bituminous Street Paving Project. Ten bids were received with the low bid submitted by North Valley, Inc. of Nowthen Minnesota. Listed below is a summary of the bids received:

Contractor	Base Bid
North Valley, Inc.	\$91,923.42
Asphalt Surface Technologies Corp.	\$97,443.29
Valley Paving, Inc.	\$99,181.50
Park Construction Company	\$102,084.70
Knife River Corp. – North Central	\$106,765.40
Hardrives, Inc.	\$110,453.35
Prefer Paving, Inc.	\$116,842.00
Rum River Contracting Co.	\$120,968.31

Northwest Asphalt, Inc.	\$123,156.49
Oman Constructing Companies, Inc.	\$124,961.36
Engineer's Estimate	\$113,627.40

**Motion by Krebs to accept bids and award contract for the 159<sup>th</sup> Avenue NE and Xingu Street NE Bituminous Street Paving Project to North Valley, Inc. for a base bid of \$91,923.42. Seconded by Peterson. Motion carried unanimously.**

Furman Street NE Road Improvement Project

Pursuant to Resolution 17-01 adopted by the City Council on January 11, 2017, a report has been prepared for the improvement of Furman Street NE from W Broadway Avenue to approximately 0.3 miles south (City Project 2017-4), by subgrade preparation, bituminous surfacing, and miscellaneous items of construction. At this time Postler is presenting the report to the City Council.

**Motion by Daly to approve Resolution 17-08, a resolution receiving the report and calling for a public hearing on improvement. Seconded by Peterson. Motion carried unanimously.**

141<sup>st</sup> Avenue NE Road Improvement Project

Pursuant to Resolution 17-07 adopted by the City Council on February 8<sup>th</sup>, 2017, a report has been prepared for the improvement of 141<sup>st</sup> Avenue NE from Lake Drive to approximately one mile west (City Project 2017-5), by subgrade preparation, bituminous surfacing, and miscellaneous items of construction. At this time Postler is presenting the report to the City Council.

**Motion by Daly to approve Resolution 17-09, a resolution receiving the report and calling for a public hearing on improvement. Seconded by Peterson. Motion carried unanimously.**

**10. Attorney Report**

Reimbursement Agreement TH97 Business Signage

Based on a decision made at the February 8<sup>th</sup> 2017 City Council meeting, City Attorney Bill Griffith drafted a Reimbursement Agreement for Business Signage on Hornsby Street NE at TH97 and 152<sup>nd</sup> Avenue NE. The agreement allows for wayfinding signs to be displayed for 5 years before the City can choose to replace them, and those petitioning for the signs must reimburse the City for the cost of the signs. Griffith suggested that the City get a second quote for the signs to ensure they are paying a fair price.

**Motion by Krebs to approve and complete the Reimbursement Agreement for TH97 Business Signage with the ten business owners involved. Seconded by Daly. Motion carried unanimously.**

## White Bear Lake Lawsuit Question

Based on a question from the February 8<sup>th</sup> 2017 City Council meeting, Griffith did some research into the lawsuit between the City of White Bear Lake and the Department of Natural Resources (DNR). Griffith explained that the lawsuit is currently in Phase 1, and Columbus is only mentioned in Phase 2. Columbus is affiliated with Phase 2 as a witness to the Northeast Water Management District. The only reason Columbus would be included is if the case goes forward to Phase 2. Griffith explained that if Columbus wishes to not be included in the lawsuit, the best choice of action would be to lobby at the legislature against funding for Phase 1. The City Council agreed that they would like City Staff to draft a letter to the applicable Representatives in the Minnesota Legislature expressing their position against funding for Phase 1 of the lawsuit.

## Update on CSAH 54 Project Funding

Griffith noted that there are currently two bills going through the Legislature that would give Anoka County \$15.2 million for the CSAH 54 Realignment project. These bills are HF117 and SF57.

## **11. Mayor and City Council Member's Report**

### Council Member Krebs

No report.

### Council Member Duraine

Council Member Duraine reported on updates from the Cable Commission meeting he attended. At this meeting they approved a grant from DAVCO Technologies, introduced a new station manager, considered new station policy and changed their meeting date to the 2<sup>nd</sup> Wednesday of the month at 4:00 p.m. Also, the Cable Commission has set aside \$25,000 for Columbus to update their A/V system in the Council Chambers. Duraine also mentioned that Scandia is no longer sending a representative to the meetings, which is slowing down the decision making process. Lastly, Anoka County has added two new stop signs at the intersection of Camp 3 Road and Lake Drive.

### Mayor Dave Povolny

Mayor Dave Povolny reported that the City is working on updating the recording software used for meetings. The need for an updated system will be considered with the \$25,000 budget from the Forest Lake Cable Commission for A/V updates in the Chambers. In terms of the stop signs at Camp 3 Road and Lake Drive that Duraine had mentioned, Povolny reported that there will be further consideration of updating that intersection in the future. Lastly, Povolny asked if he were to set up internet in the Senior Center, if it would have to go to the Council first? Griffith replied that yes it does, as all donations must be made part of the public record.

### Council Member Daly

No report.

Council Member Peterson

No report.

**12. Public Works' Report**

No report.

**13. City Administrator's Report**

Treasurer's Report

Receipts:	\$	00.00
Disbursements:	\$	120,421.84
Balance:	\$	2,913,150.37

Personnel Report

City Administrator Elizabeth Mursko reported that there are three employees eligible for step increases in March, Public Works Superintendent Jim Windingstad, Deputy Clerk Lorie Lemieux and Public Communications Coordinator Jessica Hughes. Mursko is recommending that the Council approve one step increases for all three employees. Povolny asked if the step increases fit into the budget, and at what time will the budget have to be reconsidered to accommodate step increases? Mursko replied that there is currently a 7-year budget plan, and it is not likely to be a problem. The City has never had all employees at step 7 at the same time, and the budget has not increased for 5 years.

**Motion by Daly to approve step increases for Jim Windingstad (step 4 to step 5 [32.79]) effective 03.04.17; Lorie Lemieux (step 3 to step 4 [23.58]) effective 03.04.17; Jessica Hughes (step 1 to step 2 [20.27]) effective 03.18.17. Seconded by Peterson. Motion carried unanimously.**

Lastly, Mursko is recommending an increase in hours for the Public Communications Coordinator position. The position is currently at 25-32.5 hours, which has been insufficient to complete all of the tasks and projects associated with it. Povolny asked if Mursko feels this position has lightened her load, as that was the original intention for the position. Mursko said yes, but in addition she would like the Public Communications Coordinator to work on creating policy for the City which would require an increase in hours.

**Motion by Peterson to approve the Public Communications Coordinator position increase in hours from 25 to 31 to include health benefits based on prorated hours. Seconded by Krebs. Motion carried unanimously.**

**E. ANNOUNCEMENTS & REMINDERS**

**The next Planning Commission meeting is March 1<sup>st</sup>, 2017.**

**Calendar of Meeting.**

**F. ADJOURNMENT**

**Motion by Daly to adjourn. Seconded by Peterson. Motion carried unanimously.**

**Meeting adjourned at 8:25 p.m.**

Respectfully Submitted:

Jessica Hughes, Public Communications Coordinator