



DRAFT

Approved: January 27, 2020

**CITY OF ARDEN HILLS, MINNESOTA
REGULAR CITY COUNCIL MEETING
JANUARY 13, 2020
7:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor David Grant called to order the regular City Council meeting at 7:00 p.m.

Present: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Steve Scott

Absent: None

Also present: City Administrator Dave Perrault; Interim Public Works Director/City Engineer Todd Blomstrom; Finance Director Gayle Bauman; Community Development Manager/City Planner Mike Mroska; City Clerk Julie Hanson; Senior Engineering Technician David Swearingen; and Associate Planner Joe Hartmann

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

Mayor Grant requested Item 6O – Accepting the Resignation of a Public Works Maintenance Worker be added to the Consent Agenda.

Mayor Grant requested Item 6P – Authorization to Appoint a Public Works Director/City Engineer be added to the Consent Agenda.

Councilmember Holmes requested Items 6G, 6J, 6K and 6N be pulled from the Consent Agenda for further discussion.

Councilmember Holden requested Item 6P be pulled from the Consent Agenda for further discussion.

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the meeting agenda as amended. The motion carried unanimously (5-0).

2. PUBLIC INQUIRIES/INFORMATIONAL

None.

3. RESPONSE TO PUBLIC INQUIRIES

None.

4. STAFF COMMENTS

- A. Rice Creek Commons (TCAAP) and Joint Development Authority (JDA) Update

City Administrator Perrault provided an update on TCAAP stating litigation with Ramsey County was ongoing.

5. APPROVAL OF MINUTES

- A. December 9, 2019, Regular City Council
B. December 16, 2019, City Council Work Session
C. December 16, 2019, Special City Council

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the December 9, 2019, Regular City Council meeting minutes, December 16, 2019, City Council Work Session meeting minutes; and December 16, 2019, Special City Council meeting minutes as presented. The motion carried unanimously (5-0).

6. CONSENT CALENDAR

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
B. Motion to Approve Pay Equity Report
C. Motion to Approve Northeast Youth and Family Services 2020 Contract
D. Motion to Adopt Resolution 2020-001 – Relating to the 2020 Organization of the City of Arden Hills
E. Motion to Approve Resolution 2020-002 – Relating to the Appointments to the Commissions and Committees of the City
F. Motion to Approve Resolution 2020-003 – Planning Case 19-015 – Variance at 3244 Sandeen Road
G. ~~Motion to Approve Professional Services Contract with WSB – Environmental Investigation – Old Snelling Avenue and County Road E Improvements~~
H. Motion to Approve Ramsey County Shared Services Agreement
I. Motion to Approve Payment No. 3 – Bituminous Roadways – Tennis Court Improvements at Cummings and Royal Hills Park
J. ~~Motion to Approve Change Order No. 5 – Trunk Highway 10 Watermain Improvements Project~~
K. ~~Motion to Approve Payment No. 9 and Change Order Nos. 6 and 7 – Sunram Construction – Old Snelling Trail and Watermain Improvement Project~~

- L. Motion to Approve Resolution 2020-005 Establishing the Locations of Precinct 1, Precinct 2 and Precinct 3 Polling Places
- M. Motion to Approve Resolution 2020-006 Approving Comprehensive Sanitary Sewer Plan
- ~~N. Motion to Approve Resolution 2020-004 Conditional Use Permit Amendment Planning Case 19-017 1261 West County Road E~~
- O. Motion to Accept the Resignation of a Public Works Maintenance Worker
- ~~P. Motion to Authorize the Appointment of the Public Works Director/City Engineer~~

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the Consent Calendar as amended and to authorize execution of all necessary documents contained therein. The motion carried unanimously (5-0).

7. PULLED CONSENT ITEMS

- A. **Motion to Approve Professional Services Contract with WSB – Environmental Investigation – Old Snelling Avenue and County Road E Improvements**

Councilmember Holmes questioned if it was premature to approve this contract when the project has been delayed by a year. She noted there were a number of items regarding the trail improvements that had not yet been finalized and for this reason, she recommended action on this item be postponed.

Interim Public Works Director/City Engineer Blomstrom reported the City is in the early stages of planning this project. He understood there were a number of improvements that had yet to be finalized. He commented the challenge the City encountered with this project was that when the soil borings were completed, hydrocarbons were noted throughout the project corridor and the City needs to investigate the potential contamination. He stated the staff's recommendation was that the environmental investigation proceed in order to better understand what has occurred on the site.

Councilmember Holmes stated she could support the environmental work going forward.

MOTION: Mayor Grant moved and Councilmember McClung seconded a motion to approve a Professional Services Contract with WSB for Environmental Investigation for the Old Snelling Avenue and County Road E Improvements. The motion carried (5-0).

- B. **Motion to Approve Change Order No. 5 – Trunk Highway 10 Watermain Improvements Project**

Councilmember Holmes expressed frustration with the fact the City was routinely accepting change orders for improvement projects. She understood that sometimes change orders were necessary but she believed the City was accepting too many. She questioned why the City was required to pay an incentive that was promised by MnDOT.

Interim Public Works Director/City Engineer Blomstrom stated he understood the concerns regarding change orders. He explained change orders were almost always adding or changing a contract because of something that was discovered during construction. He indicated a rare exception was for density incentives for bituminous paving. He discussed the density specifications required by MnDOT and noted if a contractor was able to meet a certain density within its paving the contractor was eligible for an incentive. He reported the proposed Change Order would adjust the payment amount in order to pay the contractor for the City's portion of the density incentive.

Councilmember Holden asked why the City had to pay for temporary facilities for MnDOT projects.

Interim Public Works Director/City Engineer Blomstrom commented on the table he completed for the change orders noting a history of the change orders was provided for the City Council. He explained Change Order 3 related to the replacement of a City watermain. He noted the replacement of a City watermain and the necessary temporary facilities were the responsibility of the City and not MnDOT.

Councilmember Holden encouraged staff not to minimize the percentage or expense of change orders because real money from the City was being spent.

Interim Public Works Director/City Engineer Blomstrom explained he was not trying to minimize the amount being spent but rather was working to show the Council how the project was performing in terms of change orders compared to the original contract amount.

MOTION: **Councilmember Holmes moved and Councilmember McClung seconded a motion to approve Change Order No. 5 for the Trunk Highway 10 Watermain Improvement Project. The motion carried (5-0).**

C. Motion to Approve Payment No. 9 and Change Order Nos. 6 and 7 – Sunram Construction – Old Snelling Trail and Watermain Improvement Project

Councilmember Holmes expressed concern regarding change orders. She discussed Change Order 6 and asked why an additional 21 storm sewer catch basins were needed.

Interim Public Works Director/City Engineer Blomstrom stated that while the project pre-dates him, the number of catch basins are determined based on the volume of runoff and grade of the roadway. He noted trench drains were originally planned for this project but after further considering the expense for trench drains, the project substituted storm sewer catch basins. He noted it was more work for the contractor to install curb while placing the 21 catch basins than the originally planned trench basins.

Councilmember Holmes requested further information on Payment No. 9. She stated she understood there were problems with this project, but she did not want the City paying any more money than was necessary.

Interim Public Works Director/City Engineer Blomstrom explained the proposed payment for \$178,235.28 was for Change Order 6, Change Order 7 (a fence repair), revised quantities for building materials and the 5% construction amount that was held in retainage by the City, less \$50,000.

Mayor Grant agreed with Councilmember Holmes that this staff memo was not well constructed and he was unclear about what was being covered through Payment No. 9.

Councilmember Holden commented City staff ended up cleaning up a large amount of materials and asked if the City would be receiving any reimbursement for this time.

Interim Public Works Director/City Engineer Blomstrom reported how the City arrived at the \$50,000 number and noted the City had retained this amount from the contractors escrow.

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve Payment No. 9 and Change Orders Nos. 6 and 7 to Sunram Construction for the Old Snelling Trail and Watermain Improvement Project. The motion carried (5-0).

D. Motion to Approve Resolution 2020-004 – Conditional Use Permit Amendment – Planning Case 19-017 – 1261 West County Road E

Councilmember Holmes requested Condition 5 remain in the recommendation for approval.

Community Development Manager/City Planner Mroska explained Condition 5 was recommended by staff and the Planning Commission suggested it be removed. He noted the condition was recommended by staff in the event times and conditions change and the City needed to regulate the number of animals onsite. He indicated Condition 5 could be added to the motion for approval as Condition 10.

MOTION: Councilmember Holden moved and Mayor Grant seconded a motion to adopt Resolution #2020-004, approving a Conditional Use Permit Amendment at 1261 West County Road E.

AMENDMENT: Councilmember Holmes moved and Councilmember Holden seconded a motion to amend the Resolution to include Condition 10 which would read: If nuisance complaints are received, the City Council may amend this Conditional Use Permit establishing a maximum number of animals kenneled overnight by a Council Resolution.

The amendment carried (5-0).

AMENDMENT: Mayor Grant moved and Councilmember McClung seconded a motion to amend Condition 6 to read: six foot fence.

The amendment carried (5-0).

The amended motion carried (5-0).

E. Motion to Authorize the Appointment of the Public Works Director/City Engineer

Councilmember Holden stated one of the reasons the City used to have a City Engineer and an Assistant City Engineer was to allow the City to complete projects in-house. She expressed concern with the fact that staff was still sending projects out for bids when Arden Hills had an engineer to complete this work.

Mayor Grant reported it was indicated the City would be pulling more projects in-house with new staff going forward.

MOTION: **Councilmember McClung moved and Councilmember Holmes seconded a motion to Authorize the Appointment of Todd Blomstrom to the position of Public Works Director/City Engineer. The motion carried (5-0).**

8. PUBLIC HEARINGS

None.

9. NEW BUSINESS

None.

10. UNFINISHED BUSINESS

None.

11. COUNCIL COMMENTS

Councilmember Scott wished everyone a Happy New Year. He commented on the importance of the 2020 census and encouraged all residents to stand up and be counted.

Councilmember Scott thanked all of the Commission and Committee volunteers for serving the community in a dedicated manner. He then welcomed Public Works Director/City Engineer Blomstrom to the City of Arden Hills.

Councilmember McClung wished everyone a Happy New Year and stated he was happy to be back from his surgery that occurred in December.

Councilmember McClung welcomed Public Works Director/City Engineer Blomstrom to the City.

Councilmember McClung commented on the upcoming election and encouraged residents to get involved in the presidential primary. He noted the City had approved new polling locations and this information would be sent out to residents.

Councilmember Holmes welcomed Mr. Blomstrom to the City of Arden Hills.

Councilmember Holmes reported the City was still collecting broken Christmas lights for recycling.

Councilmember Holmes noted at the last Planning Commission meeting the group discussed the City's sign ordinance and recommended the Council discuss this matter further at a future work session.

Mayor Grant reported the City Council would be discussing the sign ordinance at the January 21, 2020 work session.

Councilmember Holden welcomed Public Works Director/City Engineer Blomstrom to the City.

Councilmember Holden requested an update on the house on County Road E.

City Administrator Perrault reported an arraignment was held on December 11, 2019 and a pre-trial hearing would be held in February of 2020.

Mayor Grant congratulated Public Works Director/City Engineer Blomstrom on his new position with the City.

Mayor Grant noted he met with Ramsey County Commissioner Nicole Frethem over the holidays and she is planning to attend a future meeting.

Mayor Grant commented he was hopeful the City's new polling places would serve the residents of Arden Hills well.

ADJOURN

MOTION: Councilmember Holmes moved and Councilmember McClung seconded a motion to adjourn. The motion carried unanimously (5-0).

Mayor Grant adjourned the Regular City Council Meeting at 7:55 p.m.

Julie Hanson
City Clerk

David Grant
Mayor