



Approved: March 22, 2021

**CITY OF ARDEN HILLS, MINNESOTA
REGULAR CITY COUNCIL MEETING
MARCH 8, 2021
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.

Note: On March 20, 2020 the Mayor signed a determination allowing Councilmembers to participate in City Council meetings via telephone pursuant to State Statute 13D.021

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 David Swearingen; Finance Director Gayle Bauman; City Clerk Julie Hanson; Planning Consultant Corrin Bemis, Bolton and Menk; and Engineering Consultant Nick Amatuccio, Bolton & Menk

1. APPROVAL OF AGENDA

Councilmember Holmes requested Item 7F be pulled from the Consent Agenda for discussion as Item 8A.

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

2. PUBLIC INQUIRIES/INFORMATIONAL

David Brown, 1292 Winridge Drive, explained he lives near Boston Scientific. He noted he sent a letter to the City regarding his concerns regarding Boston Scientific. He stated he wanted this project to be a win-win but wanted to better understand how the process works and what the approval timeline would be. He questioned if the neighbors could have a conversation with Boston Scientific in order to address their concerns.

City Administrator Perrault explained staff had received Mr. Brown’s letter and was in contact with Mr. Mills, who sent another letter to the City Council. He reported the next step for Boston Scientific would be to complete a planning application to the City and noted Boston Scientific would be coming before the Planning Commission on April 7, 2021. He indicated it would be up to Boston Scientific to hold a neighborhood meeting to address the neighbor’s concerns.

Mr. Brown asked if the Planning Commission meeting would be open to the public.

City Administrator Perrault reported this meeting would be open to the public. Further discussion ensued regarding the process that would be followed to review and approve the Boston Scientific request.

Mr. Brown commented he would be interested in Boston Scientific holding a meeting with the neighbors prior to the April 7, 2021 Planning Commission meeting.

3. RESPONSE TO PUBLIC INQUIRIES

None.

4. PUBLIC PRESENTATIONS

A. NineNorth (Formerly CTV North Suburbs) Update

Dana Healy, NineNorth Executive Director, thanked the Council for their time. She introduced herself and NineNorth to the City Council noting NineNorth produces community focused digital media to educate and engage the public. She commented on how the space at NineNorth had been redesigned to focus on its missions. She described the services provided by NineNorth which included meeting coverage, web streaming, video production, social media coordination, cable playback and virtual events. She discussed how NineNorth was growing its social media presence. She commented further on how the pandemic stretched her cities and how NineNorth worked to provide access to hardware, software, expertise and content. She stated moving forward she would work to maximize efforts on behalf of Arden Hills which included quarterly reports and neighborhood networks, be a guest on Cities Speak, sign up for the e-blast, and to identify other video opportunities on behalf of the community. She thanked the Council for their time and encouraged the City Council to review NineNorth’s annual report.

Councilmember Scott thanked the NineNorth technical team for working so diligently to move the City to Zoom meetings in a timely manner in 2020. He also thanked NineNorth for completing a video special on the Public Works plow crew.

Councilmember Holmes requested further information regarding the audit that was recently completed for NineNorth.

Ms. Healy discussed the recent audit and explained this occurred every seven years and noted the audit takes approximately 18 months to complete. She noted Arden Hills would be receiving a check from the findings before the end of March. She commented further on how PEG fees have been reduced by 40% over the past five years and how this led to a shift in services provided by

NineNorth. She described how she was working to create new revenue streams in order to make NineNorth more self-sufficient.

Mayor Grant asked if there was a timeline in place for the name change.

Ms. Healy described how she was working to get all social media outlets migrated from CTV to NineNorth. She explained she has petitioned Facebook five times requesting the name change.

5. STAFF COMMENTS

A. COVID-19 Update

City Administrator Perrault provided the Council with an update on how the City was responding to COVID-19. He encouraged residents to visit the City's website for the most current and up to date information regarding COVID-19. He reported the Minnesota Department of Health and CDC also had websites with current guidelines and recommendations. He explained the City of Arden Hills remains in a peacetime state of emergency and City Hall will remain closed until further notice. He indicated City staff remains operational and can be reached via phone or email. He encouraged residents to monitor the rollout of the vaccine on the State of Minnesota's website. He also noted that the Federal Government was considering another round of stimulus funding, which would have implications for the City and its residents.

6. APPROVAL OF MINUTES

- A. February 8, 2021, Special City Council Executive Session (Closed)
- B. February 8, 2021, Regular City Council
- C. February 16, 2021, City Council Work Session
- D. February 22, 2021, Special City Council Executive Session (Closed)
- E. February 22, 2021, Regular City Council

MOTION: **Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the February 8, 2021, Special City Council Executive Session (Closed) meeting minutes, February 8, 2021, Regular City Council meeting minutes, February 16, 2021, City Council Work Session meeting minutes; February 22, 2021, Special City Council Executive Session (Closed) meeting minutes; and February 22, 2021, Regular City Council meeting minutes as presented. A roll call vote was taken. The motion carried unanimously (5-0).**

7. CONSENT CALENDAR

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
- B. Motion to Approve Resolution 2021-012 Appointing Emily Rousseau to the Finance Planning and Analysis Committee (FPAC)
- C. Motion to Approve Payment No. 3 to Air Express, Inc. – City Hall HVAC Replacement Project

- D. Motion to Approve Professional Services Amendment with Bolton & Menk – 2021 PMP Street and Utility Improvement Project
- E. Motion to Approve Second Amendment to Site Use Lease Agreement with AT&T (North Water Tower – 1221 Cummings Park Drive)
- F. ~~Motion to Approve Resolution 2021-014 Regarding Support of Job Creation Fund Application in Connection with Boston Scientific Corporation~~

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the Consent Calendar as amended removing Item 7F and to authorize execution of all necessary documents contained therein. A roll call vote was taken. The motion carried unanimously (5-0).

8. PULLED CONSENT ITEMS

- A. **Motion to Approve Resolution 2021-014 Regarding Support of Job Creation Fund Application in Connection with Boston Scientific Corporation**

Councilmember Holmes stated the Council has not received a presentation on this item and for this reason she would like a presentation on this item.

City Administrator Perrault explained Boston Scientific Corporation proposes to construct an expansion of their manufacturing facility at Building 14, in the northwest corner of the Arden Hills campus. The purpose of the facility is the development and production of lithium batteries for use in medical devices. The primary space in the facility is a 'dry room', a space maintained at less than 1% relative humidity, which is required for handling lithium. Ancillary functions in the addition include office and conference space. The proposed expansion is expected generate 150 new jobs over the next three years.

City Administrator Perrault reported to assist with the funding of the proposed addition to Building 14, Boston Scientific is applying to the Minnesota Department of Employment and Economic Development's Job Creation Fund. The JCF provides financial incentives to new and expanding businesses that meet certain job creation and capital investment targets. Companies deemed eligible to participate may receive up to \$1 million for creating or retaining high-paying jobs and for constructing or renovating facilities or making other property improvements. In some cases, companies may receive awards of up to \$2 million.

City Administrator Perrault stated business applicants for the Job Creation Fund must apply through the city. To be eligible for funding, DEED requires applicants obtain a resolution of support approved by the City Council.

City Administrator Perrault explained this is one step in assisting the applicant with obtaining funding for the project. Staff commented further on the Findings of Fact and the approval timeline.

Planning Consultant Corrin Bemis reported adoption of the resolution of support does not obligate the City to approve development plans. It also does not obligate the City to provide any financial incentives now or in the future.

Councilmember Holmes stated she wanted the specific findings within this Resolution made known to the public. She also wanted residents to understand that the Boston Scientific project was not being approved, but rather their request for a DEED grant.

Councilmember Holden expressed concern that Boston Scientific was not in attendance at this meeting, given the fact this request was being considered. She stated she did not feel comfortable supporting this request until her questions were answered by Boston Scientific regarding Building 14. She suggested action on this item be tabled to a future meeting, or Special City Council meeting.

Mayor Grant asked what the timeline was for submission of this item.

City Administrator Perrault discussed the process followed by DEED and understood their review and approval took four to six weeks to complete. He commented he was uncertain when the application was due to DEED. He explained he could reach out to Boston Scientific to see when they needed this item approved or if a delay was possible.

Mayor Grant stated he would like to see Boston Scientific invited to the Council work session scheduled for March 15, 2021.

Councilmember Holmes explained this would mean the matter would not be approved until March 22, 2021.

Mayor Grant reported a Special City Council meeting could be held after the work session on March 15, 2021 to approve the Boston Scientific item.

Councilmember Holmes stated she believed it was important for the City Council to discuss this request prior to the item going to the Planning Commission on April 7, 2021.

Mayor Grant agreed and explained he would work with the City Administrator to adjust the March 15, 2021 work session agenda and call for a special meeting following the work session.

MOTION: **Councilmember Holmes moved and Councilmember Holden seconded a motion to table action on the Job Creation Fund Application in Connection with Boston Scientific Corporation to the March 15, 2021 Special City Council meeting. A roll call vote was taken. The motion carried (5-0).**

9. PUBLIC HEARINGS

None.

10. NEW BUSINESS

- A. Resolution 2021-013 Declaring Costs to be Assessed; Ordering the Preparation of Proposed Assessments and Calling for a Public Hearing on Proposed Assessments – 2021 PMP Street and Utility Improvements Project**

Nick Amatuccio, Bolton & Menk, explained on January 25, 2021, the City Council approved plans and specifications and ordered advertisement for bids for the 2021 PMP Street and Utility Improvement Project located in the Hazelnut Park residential neighborhood. Bids were opened on February 24, 2021 after receiving 11 bids for the project. The five lowest bids were reviewed with the Council.

Mr. Amatuccio reported the low bid of \$2,704,412.10, received from C&L Excavating, Inc., (C&L) compares favorably with the construction engineer's estimate which is \$3,234,599.50. Further analysis of the low bid; adding overhead and dividing it into the cost for the reconstruction and reclamation project areas results in the following street project costs:

- \$1,110,790.22 Total Project Cost for the Reconstruction Streets (Glenpaul and east Jerrold)
- \$293,723.19 Total Project Cost for the Reclamation Streets (Edgewater and west Jerrold)

Mr. Amatuccio commented each of these total project costs were then analyzed for the assessable cost which as described in the City's Assessment Policy is half of the street project cost. The results of this analysis are as follows:

- Reconstruction Assessment Rate of \$6,942.44 per unit as compared to the Feasibility Report estimate of \$8,107.00.
- Reclamation Assessment Rate of \$2,532.10 per unit as compared to the Feasibility Report estimate of \$2,984.00.

Mr. Amatuccio stated staff recommends setting the interest rate at 2% over the City's bond interest rate which is approximately 1.15%, resulting in an assessment interest rate of 3.15%. The project timeline was reviewed with the Council. Staff commented further on the assessment rates for the project and it was noted the proposed resolution is consistent with this recommended action.

Councilmember Holden questioned if the City has worked with C&L in the past.

Interim Public Works Director Swearingen explained he received positive feedback when asking another city about C&L and the quality of their work.

Mayor Grant asked what city provided this feedback.

Interim Public Works Director Swearingen stated this feedback came from the city of Zimmerman.

Mayor Grant requested staff reach out to other cities in order to receive additional feedback regarding C&L.

Councilmember Scott indicated he supported the Resolution.

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to adopt Resolution #2021-013 – Declaring Costs to be Assessed; Ordering the Preparation of Proposed Assessments and Calling for a Public Hearing on Proposed Assessments for the 2021 PMP Street and Utility Improvements Project. A roll call vote was taken. The motion carried (5-0).

11. UNFINISHED BUSINESS

None.

12. COUNCIL COMMENTS

Councilmember Scott congratulated Emily Rosseau on her appointment to FPAC.

Councilmember Scott stated the Scoops for Troops event was held virtually in 2020 and this organization was struggling to find new leadership and an event has yet to be planned for 2021.

Councilmember McClung explained he received a letter from an Arden Hills resident regarding affordable housing. He requested the Council discuss this topic at a future worksession meeting.

Councilmember Holmes reported March 19 is the last day applicants apply for the City Planner position. She recommended the Council pin down participation in the interviews at the March 15 work session.

Councilmember Holmes stated February 14, 1951 was the beginning of Arden Hills. She explained Arden Hills was celebrating its 70th anniversary and thanked the Communications Coordinator for putting an article in the recent newsletter and on the City's website.

Councilmember Holmes commented the front desk folks are starting to get calls regarding COVID and how the City would be managing door to door solicitors, garage sales, picnic shelters, etc. for this summer. She suggested this topic be placed on the March 15, 2021 work session for further discussion.

Councilmember Holden thanked the Mayor for putting Boston Scientific on the next worksession meeting.

Councilmember Holden explained the City would be having a 25% water increase and encouraged residents to read the recent article in the St. Paul paper to better understand why this was occurring.

Councilmember Holden asked if the sewer lining was occurring prior to the PMP project.

Interim Public Works Director Swearingen explained the sewer lining work was part of the PMP project.

Councilmember Holden reported the Arden Hills Shoreview Rotary was holding a human trafficking presentation on April 15, 2021 at 7:00 p.m. She indicated additional information on this event was posted on the City's website.

Councilmember Holden stated she would like the Council to receive updates from the committees and Council liaisons.

Mayor Grant explained he attended a meeting with the North Metro Mayors and stated he learned about the potential stimulus package that the City, State and residents of Arden Hills may be receiving.

Mayor Grant commented on the committee assignments. He addressed a letter that was sent to the Council from a PTRC member and stated he understood that residents were advocating for trails. He stated he encouraged the PTRC to prioritize trail improvements and this would be done at their next meeting. He commented he had a conversation with the PTRC Chair and noted all future letters from the PTRC would be sent from the Chair.

Mayor Grant requested the liaison to the Fire Board provide the Council with an update.

Councilmember McClung stated he had nothing to report at this time. He explained it was his understanding the Fire Chief would be meeting with the State representative in March.

ADJOURN

MOTION: **Councilmember Holden moved and Councilmember Holmes seconded a motion to adjourn. A roll call vote was taken. The motion carried unanimously (5-0).**

Mayor Grant adjourned the Regular City Council Meeting at 8:31 p.m.

Julie Hanson
City Clerk

David Grant
Mayor