



Approved: April 13, 2020

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**CITY OF ARDEN HILLS, MINNESOTA  
REGULAR CITY COUNCIL MEETING  
MARCH 23, 2020  
7:00 P.M. - ARDEN HILLS CITY COUNCIL**

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**CALL TO ORDER/ROLL CALL**

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

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

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

**Absent:** None

**Also present:** City Administrator Dave Perrault; Public Works Director/City Engineer Todd Blomstrom; Finance Director Gayle Bauman; Community Development Manager/City Planner Mike Mroska; Representative Kelly Moller (via telephone); and City Clerk Julie Hanson

**PLEDGE OF ALLEGIANCE**

**1. APPROVAL OF AGENDA**

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

**2. PUBLIC INQUIRIES/INFORMATIONAL**

None.

**3. RESPONSE TO PUBLIC INQUIRIES**

None.

**4. PUBLIC PRESENTATIONS**

A. COVID-19 Update from State Representative

**Representative Kelly Moller** provided the Council with an update on COVID-19. She discussed the work being done at the capitol in response to the COVID-19 crisis. She indicated the legislature was not able to meet remotely and it was not safe to meet at the State. She assured Arden Hills residents that legislators were continuing to work remotely. She described the measures the State was putting in place to assist small business owners, displaced workers and how school districts were working towards distance learning. She encouraged the public to visit the State of Minnesota's HUD and DEED websites for further information or to contact her with any questions or concerns they may have. She encouraged everyone to practice social distancing in order to assist with flattening the curve.

**Mayor Grant** thanked Representative Moller for providing the Council with an update. He encouraged staff to add links to the State's resources to the City's website.

5. 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.

B. COVID-19 Update

**City Administrator Perrault** stated information regarding COVID-19 was changing rapidly. He encouraged residents to visit the City's website for the most up to date information regarding the virus. He explained Ramsey County, the State of Minnesota and the CDC websites were also valuable resources. He reported the Minnesota Department of Health also has a hotline established at 1-800-657-3903.

**City Administrator Perrault** indicated the Mayor declared a local emergency for the City of Arden Hills. He described how the declaration would impact the City and noted it would prepare the City for County, State and Federal aid if it becomes available. He commented the City was taking the spread of the virus seriously and encouraged residents to stay home if sick. He reported normal City operations would not be interrupted. He stated City Hall is closed to the public, but City staff is available via phone or email at this time. He explained City Council meetings would continue and attendance would be conducted via telephone.

6. APPROVAL OF MINUTES

- A. March 9, 2020, Regular City Council
- B. March 16, 2020, City Council Work Session

**MOTION:** Councilmember Holden moved and Mayor Grant seconded a motion to approve the March 9, 2020, Regular City Council meeting minutes, and March 16, 2020, City Council Work Session meeting minutes as presented. A roll call vote was held. The motion carried unanimously (5-0).

**7. CONSENT CALENDAR**

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
- B. Motion to Approve Promotion of Senior Engineering Technician to Assistant City Engineer
- C. Motion to Approve Resolution 2020-013 Appointing Marcie Jefferys and Kurtis Weber to the Planning Commission
- D. Motion to Approve Resolution 2020-014 Supporting Arden Manor Park Improvements Community Development Block Grant (CDBG)
- E. Motion to Approve Resolution 2020-015 Recommending the City of Coon Rapids Award the 2020 Street Maintenance Program
- F. Motion to Approve Cooperative Agreement with Ramsey County for Right of Way Acquisition – CSA Highway 51 (Lexington Avenue) between CSA Highway 15 (County Road E) and I-694
- G. Motion to Approve 2020 Stormwater Management Grant Agreement with the Rice Creek Watershed District – Karth Lake Runoff Control Project
- H. Motion to Authorize Termination of Employment of Probationary Employee
- I. Motion to Approve Resolution 2020-017 to Extend the Local Emergency Declaration

**Mayor Grant** commented on the Local Emergency Declaration and requested the Council extend this declaration.

**MOTION:** **Councilmember Holden moved and Councilmember McClung seconded a motion to approve the Consent Calendar as presented and to authorize execution of all necessary documents contained therein. A roll call vote was held. The motion carried unanimously (5-0).**

**8. PULLED CONSENT ITEMS**

None.

**9. PUBLIC HEARINGS****A. Quarterly Special Assessments for Delinquent Utilities**

**Finance Director Bauman** stated water customers whose accounts are 90 days past due were informed that the City intends to certify delinquent charges to Ramsey County to be collected with property taxes. These customers have the right to a hearing in front of the City Council to discuss this matter prior to certification.

**Mayor Grant** opened the public hearing at 7:19 p.m.

With no one coming forward to speak, Mayor Grant closed the public hearing at 7:20 p.m.

**10. NEW BUSINESS**

**A. Resolution 2020-016 Adopting and Confirming Quarterly Special Assessments for Delinquent Utilities**

**Finance Director Bauman** stated delinquent utility amounts are certified to Ramsey County quarterly. A list of utility accounts with a delinquent balance was compiled and notices dated February 14, 2020 were mailed. The City will request that Ramsey County levy the delinquent balances against the respective properties.

**MOTION:** **Councilmember Holden moved and Councilmember McClung seconded a motion to adopt Resolution 2020-016 – Adopting and Confirming Quarterly Special Assessments for Delinquent Utilities. A roll call vote was held. The motion carried (5-0).**

**11. UNFINISHED BUSINESS**

None.

**12. COUNCIL COMMENTS**

**Councilmember Scott** thanked staff for being flexible in these trying times. He stated he appreciated the Public Works Department and their tremendous efforts to keep the City up and running. He thanked the residents for coming together and checking on each other. He indicated the community would get through this and encouraged everyone to stay safe.

**Councilmember McClung** thanked City staff for their efforts to keep vital operations running for the City. He recommended residents keep their distance and not go out unless absolutely necessary. It was his hope the community could get through this as quickly as possible and this required social distancing.

**Councilmember Holmes** discussed the grants that were approved on the Consent Agenda. She thanked staff for pursuing these grant opportunities.

**Councilmember Holmes** thanked Representative Kelly Moller for speaking with the Council this evening. She stated she also appreciated staff and all of their efforts. She encouraged residents to keep each other safe and to stay healthy.

**Councilmember Holden** encouraged residents to be safe. She suggested residents visit the State's website for further information on the executive orders that have been issued by the Governor. She asked that staff prepare a Safe Routes to School grant prior to the deadline in April for the Mounds View trail.

**Mayor Grant** thanked Representative Moller for providing the Council with an update on what was occurring at the Capitol. He thanked City staff for their tremendous efforts during this pandemic. He stated he appreciated all of the efforts of the medical, police and fire departments. He explained these individuals were working the front lines on this on behalf of the community. He encouraged residents to consider working at home and to stay safe.

**Mayor Grant** reported all City services were operational and the City was moving forward.

**Mayor Grant** stated he called a Special City Council Worksession for Thursday, March 26 to discuss items as needed.

**ADJOURN**

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

**Mayor Grant** adjourned the Regular City Council Meeting at 7:29 p.m.



Julie Hanson  
City Clerk



David Grant  
Mayor