

**OFFICIAL PROCEEDINGS  
CITY OF COLUMBIA HEIGHTS  
CITY COUNCIL MEETING  
OCTOBER 22, 2018**

The following are the minutes for the regular meeting of the City Council held at 7:00 PM on Monday, October 22, 2018 in the City Council Chambers, City Hall, 590 40th Avenue N.E., Columbia Heights, Minnesota

**1. CALL TO ORDER/ROLL CALL**

Mayor Schmitt called the meeting to order at 7:05 p.m.

Present: Mayor Schmitt, Councilmember Williams, Councilmember Murzyn, Jr., Councilmember Buesgens, and Councilmember Novitsky

Also Present: Walt Fehst, City Manager; Jim Hoeft, City Attorney; Kelli Bourgeois, Human Resources Director/Assistant City Manager; Lenny Austin, Police Chief; Kevin Hansen, Public Works Director; Ben Sandell, Communications Coordinator, and Katie Bruno, City Clerk/Council Secretary

**2. INVOCATION**

Invocation provided by Bill Hugo, St Matthew Church

**3. PLEDGE OF ALLEGIANCE**

**4. MISSION STATEMENT, Read by Mayor Schmitt**

Our mission is to provide the highest quality public services. Services will be provided in a fair, respectful and professional manner that effectively address changing citizen and community needs in a fiscally-responsible and customer friendly manner.

**5. APPROVAL OF AGENDA**

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky to approve the agenda as presented. All Ayes, Motion Carried.*

**6. PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS**

**A. Presentation of IACP Award**

Chief Austin shared the IACP Award, indicating that a key factor in winning the award was the City of Peace Neighborhood Center /Bruce Nawrocki park initiative.

**B. Lee Carlson Center Gala Announcement**

Maria Davis invited the Council and Community to attend the Lee Carlson Center Gala on November 8<sup>th</sup>.

**C. Columbia Heights Royalty Announcement**

Dawn Hoium & Sue Hanson reported they will both be stepping down as coordinators for the Royalty program following the 2019 Jamboree. City Manager Fehst thanked them for their efforts, indicating the program excelled under their leadership.

**7. CONSENT AGENDA**

(These items are considered to be routine by the City Council and will be enacted as part of the Consent Agenda by one motion. Items removed from consent agenda approval will be taken up as the next order of business.)

**A. Approve Minutes of the City Council**

MOTION: Move to approve the minutes of the City Council meeting of October 8, 2018

MOTION: Move to approve the minutes of the City Council Work Session of October 1, 2018.

**B. Accept Board & Commission Meeting Minutes**

MOTION: Move to accept the Traffic Commission minutes from August 6, 2018

MOTION: Move to accept the Library Board minutes from September 5, 2018

**C. Approve Final Compensating Change Order and Final Payment for Keyes Park Site Improvements, Project No. 1610**

MOTION: Move to approve the final compensating change order in the amount of \$40,802.25, accept the work for Keyes Park Site Improvements, City Project No. 1610, and authorize final payment of \$40,795.50 to Odesa II, LLC of Sauk Rapids, Minnesota.

**D. Adopt Resolution 2018-82 being a Resolution Ordering Preparation of a Report for Concrete Alley Construction**

MOTION: Move to waive the reading of Resolution 2018-82, there being ample copies available for the public.

MOTION: Move to adopt Resolution 2018-82, being a Resolution ordering preparation of a feasibility report for MSAS Overlay, Project 1906.

**E. Adopt Resolution 2018-83 being a Resolution Ordering Preparation of a Report for MSAS Overlay**

MOTION: Move to waive the reading of Resolution 2018-83, there being ample copies available for the public.

MOTION: Move to adopt Resolution 2018-83, being a Resolution ordering preparation of a feasibility report for MSAS Overlay, Project 1907.

**F. Consideration of approval of attached list of rental housing applications.**

MOTION: Move to approve the items listed for rental housing license applications for October 22, 2018, in that they have met the requirements of the Property Maintenance Code.

**G. Approve Business License Applications**

MOTION: Move to approve the items as listed on the business license agenda for October 22, 2018.

**H. Review of Bills**

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list of claims paid by check and by electronic funds transfer in the amount of \$748,967.29.

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky to approve the Consent Agenda as presented. All Ayes, Motion Carried.*

## 8. PUBLIC HEARINGS

### 9. ITEMS FOR CONSIDERATION

- A. Other Ordinances and Resolutions
- B. Bid Considerations
- C. New Business and Reports

### 10. ADMINISTRATIVE REPORTS

Councilmember Novitsky attended Coffee with a Cop at White Castle.

Councilmember Murzyn, Jr. attended Coffee with a Cop at White Castle.

Councilmember Buesgens attended Coffee with a Cop at White Castle. She participated in the cleanup event with Councilmembers Murzyn, Jr. and Novitsky. She attended the October Charter Commission meeting; the commission discussed the time line associated with the council vacancy process.

Mayor Schmitt attended the "History of Columbia Heights and Hilltop" presented by the Historical Society. She also attended the Lasagna Dinner at Community United Methodist Church.

City Manager Walt Fehst reported City Staff conducted a cleanup of 40<sup>th</sup> Ave.

### 11. COMMUNITY FORUM

DeWayne Morrell asked for an update on the abatement of the property on Jackson St. Mayor Schmitt suggested he check with Assistant Fire Chief Larkin. Mr. Morrell suggested the new library sign could be placed in a better place for visibility. He also suggested that the Police Department be staffed on the weekends.

### 12. ADJOURNMENT

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky to adjourn. All Ayes, Motion carried.*

Meeting adjourned at 7:43 p.m.



Respectively Submitted,  
Katie Bruno, City Clerk/Council Secretary

### RESOLUTION NO. 2018-82

A resolution of the City Council for the City of Columbia Heights, Minnesota,  
Whereas, the City Council of Columbia Heights is proposing to improve bituminous alleys in the city by complete reconstruction, and

Whereas, the City Council intends to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Section 429.011 to 429.111 (Laws 1953, Chapter 398, as amended), and Section 103B.201 to 103B.251, as follows:

#### 1906 CONCRETE ALLEYS

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

#### FINDINGS OF FACT

That the proposed improvements be referred to Mr. Kevin Hansen, City Engineer, for study, and that he is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are necessary, cost effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, the estimated cost of the improvement as recommended and a description of the methodology used to calculate individual assessments for affected parcels.

#### **RESOLUTION NO. 2018-83**

A resolution of the City Council for the City of Columbia Heights, Minnesota,

Whereas, the City Council of Columbia Heights is proposing to rehabilitate select state aid streets in the city that have not been rehabilitated under the street program, and

Whereas, the City Council intends to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Section 429.011 to 429.111 (Laws 1953, Chapter 398, as amended), and Section 103B.201 to 103B.251, as follows:

#### 1907 STATE AID STREET OVERLAY PROGRAM

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

#### FINDINGS OF FACT

That the proposed improvements be referred to Mr. Kevin Hansen, City Engineer, for study, and that he is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are necessary, cost effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, the estimated cost of the improvement as recommended and a description of the methodology used to calculate individual assessments for affected parcels.