

**OFFICIAL PROCEEDINGS  
CITY OF COLUMBIA HEIGHTS  
CITY COUNCIL MEETING  
MARCH 12, 2018**

The following are the minutes for the regular meeting of the City Council held at 7:00 PM on Monday March 12, 2018 the City Council Chambers, City Hall, 590 40th Ave. N.E., Columbia Heights, Minnesota

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

Mayor Schmitt called the meeting to order at 7:06 p.m.

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

Also Present: Walt Fehst; City Manager, Jim Hoeft; City Attorney, Kevin Hansen; Public Works Director, Gary Gorman; Fire Chief and Katie Bruno; City Clerk/Council Secretary

**2. INVOCATION**

Invocation provided by Linda McCollough, Community United Methodist 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**

Mayor Schmitt announced the following two changes to the Agenda:

- Addition of 6B. Proclamation for Tibet Day
- Removal of Item 7H: Consideration of Appointments to various Advisory Commissions.

*Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr. to approve the agenda as amended. All Ayes, Motion Carried.*

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

**A. SACA & Columbia Heights Police Department Food Drive Announcement**

Sergeant Justin Pletcher reported the Columbia Heights Police Department, along with SACA will be participating in a Food Drive and the Family Dollar store located at 4037 Central Ave on Friday March 30<sup>th</sup> from 10:00-4:00.

**B. Proclamation for Tibet Day**

Mayor Schmitt read the Proclamation in its entirety.

**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 February 26, 2018

MOTION: Move to approve the minutes of the City Council work session of February 12, 2018

MOTION: Move to approve the minutes of the City Council work session of March 5, 2018

MOTION: Move to approve the minutes of the Special City Council work session of March 5, 2018

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

MOTION: Move to accept the Park & Recreation commission minutes from December 13, 2017

**C. Change Order No. 2 for the 2017 Sanitary Sewer Lining Program, Project 1704**

MOTION: Move to approve contract Change Order No. 2 to Hydro-Klean LLC for the 2017 Sanitary Sewer Lining, Project 1704 in the amount of \$43,312.00 with funds to be appropriated from Fund 652-51704-5185.

**D. Resolution adopting the Solid Waste Operations Policy**

MOTION: Move to waive the reading of Resolution No. 2018-13, there being ample copies available to the public.

MOTION: Move to approve and adopt Resolution No. 2018-13, being a resolution adopting the Solid Waste Operations Policy for the City of Columbia Heights.

**E. Authorize the purchase of replacement radios for the Fire Department**

MOTION: Move to authorize the purchase of radios and accessories in the amount of \$81,248.00 from Motorola Solutions per State Contract #119587 and additional accessories from Ancom Communications in the amount of \$1225.00.

MOTION: Move to authorize the Fire Chief to expend up to \$2500.00 for the installation of the radios.

**F. Approval of Off-Site Gambling Application for Columbia Heights Athletic Boosters to conduct charitable gambling activities at Murzyn Hall, 530 Mill St NE, on June 24, 2018**

MOTION: Move to approve the Off-Site Gambling Application for the Columbia Heights Athletic Boosters to conduct a bingo event at Murzyn Hall, 530 Mill Street NE, on June 24, 2018, and to direct the City Manager to sign the Off-Site Gambling Permit Application verifying the City's approval.

**G. Approve Business License Applications**

MOTION: Move to approve the items as listed on the business license agenda for March 12, 2018.

**H. Consideration of Appointments to various Advisory Commissions \*Removed**

**I. 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 \$739,293.93.

*Motion by Councilmember Buesgens , seconded by Councilmember Williams to approve the Consent Agenda items as amended. All Ayes, Motion carried.*

**8. PUBLIC HEARINGS**

## 9. ITEMS FOR CONSIDERATION

### A. Other Ordinances and Resolutions

### B. Bid Considerations

#### a. Accept Bids and Award a Contract for the Keyes Park Improvements, Project No. 1610

Kevin Hansen, Public Works Director reported the City Council accepted the Master Plan for Keyes Park and authorized the preparation of plans. Plans and specifications were advertised for bids in August, 2017. Two bids were received; both came in above the engineer's estimate. Plans and specifications were modified and again, advertised for bids. Nine bids were received ranging from \$409,575 to \$646,562. Based upon the low bid from Odesa II, LLC staff is recommending contract award of the base bid with following alternates;

Bleachers (2)	\$3,000
Players Benches (4)	\$3,200
Park Benches (3)	\$3,300
Trash / Recycling Receptacles	\$3,600
Bicycle Rack (1)	\$500
Parking Lot on 45 <sup>th</sup> Avenue	\$29,635

As an item that had been talked about during the public meetings, the Council may wish to consider adding alternate 1 which provides a sidewalk along 45<sup>th</sup> Avenue from the park and then along the back of the curb down to 44<sup>th</sup> Avenue. Hansen indicated a short-term option to the sidewalk could be striping a non-parking lane along the shoulder of the road until funding is available.

Mayor Schmitt commented that walkability is important in Columbia Heights, and indicated she would like to see a sidewalk connecting 44<sup>th</sup> Ave to the park.

Hansen stated if Council chooses to add a sidewalk, he could bring that to a future meeting along with funding options. Mayor Schmitt questioned if there are grants available through Blue Cross or Allina. Councilmember Buesgens asked how the proposed pricing compares the city's miscellaneous concrete pricing. Hansen stated the proposed pricing is very good, comparable to what the city would pay.

*Motion by Councilmember Buesgens, seconded by Councilmember Williams to accept bids and award the Keyes Park Improvement Project, City Project No. 1610, including Alternates 3-7 and 10 to Odesa II LLC of Sauk Rapids, Minnesota based upon their low, qualified, responsible bid in the amount of \$452,810.50 with funds to be appropriated from Fund 412-51610 and Fund 652-51610; and, furthermore, to authorize the Mayor and City Manager to enter into a contract for the same. All Ayes, Motion Carried*

### C. New Business and Reports

## 10. CITY COUNCIL AND ADMINISTRATIVE REPORTS

Councilmember Buesgens attended the Heights Event Center Grand Opening, the Performing Art Showcase and Dinner at the High School, the HeightsNEXT adopt a drain pilot program meeting, and the St Louis Park Environmental Sustainability Commission meeting. Residents were encouraged to participate in the organic recycling program.

Councilmember Murzyn, Jr. attended the Columbia Heights Royalty Waffle Breakfast, and reported there was a great turnout.

Councilmember Novitsky read to children at Community Grounds, as part of the birthday celebration for Dr. Seuss.

Mayor Schmitt also read to children at Community Grounds. The Legends of Columbia Heights Ribbon Cutting/Grand Opening will be on March 21<sup>st</sup> at 3:00 PM. The Youth Art Month reception will be on March 22<sup>nd</sup> at Community Grounds at 6:30 PM. An Annual St Patrick's Day celebration will take place at the American Legion on Saturday March 17<sup>th</sup> from 11-2.

City Manager Walt Fehst announced Bridgeview will hold their annual Chili cook-off on March 22<sup>nd</sup> from 5:00-8:00 PM. Manager Fehst announced Officer Terry Nightingale will be retiring the end of the month after 33 years of dedicated service. Council will recognize Officer Nightingale at the March 26<sup>th</sup> City Council meeting, a reception will take place on March 27<sup>th</sup>.

#### 11. CITIZENS FORUM

#### 12. ADJOURNMENT

*Motion by Councilmember Murzyn, Jr., seconded by Councilmember Novitsky to adjourn. All Ayes, Motion carried; Motion Carried.*

Meeting adjourned at 7:48 p.m.



Respectively Submitted,  
Katie Bruno, Council Secretary/City Clerk

#### RESOLUTION 2018-13

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

WHEREAS, a Solid Waste Operations Policy has been developed and recommended by City staff; and

WHEREAS, adoption of said policy has been determined to be in the best interest of the City of Columbia Heights,

WHEREAS, the Solid Waste Operations Policy establishes goals, policy plans, and City procedures for garbage, single-sort recycling, recycling center, problem materials, reuse, yard waste and organics recycling operations in the City of Columbia Heights.

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

1. The City Council hereby approves and adopts a Solid Waste Operations Policy for the City of Columbia Heights