

**OFFICIAL PROCEEDINGS  
CITY OF COLUMBIA HEIGHTS  
CITY COUNCIL MEETING  
NOVEMBER 13, 2018**

The following are the minutes for the regular meeting of the City Council held at 7:00 PM on Monday, November 13, 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 7:03 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; Joe Kloiber, Finance Director; and Katie Bruno, City Clerk/Council Secretary

**2. INVOCATION**

Invocation provided by Father James Peterson, Immaculate Conception 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 Williams to make the following addition to the agenda: "Discussion of City Manager position." All Ayes, Motion Carried.*

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

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

A. Presentation of check to the Recreation Department from the Columbia Heights Athletic Booster Association

Jared Severson; Columbia Heights Athletic Boosters, presented a check to the Columbia Heights Recreation Department for \$13,000. Keith Windschitl thanked the Boosters for their support, indicating funds are used to assist with purchasing uniforms and equipment. Manager Fehst thanked the Boosters, noting that historically more than \$1,000,000 has been received from the Boosters.

**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 22, 2018

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

MOTION: Move to accept the Traffic Commission minutes from October 1, 2018

MOTION: Move to accept the Library Board minutes from October 3, 2018

MOTION: Move to accept the EDA minutes from October 1, 2018

**C. Designate Approximately 65 Feet of “No Parking” on the East and North Sides of Fairway Drive at the Corner next to 1665 Fairway Drive**

MOTION: Move to designate approximately 65 feet of “No Parking” on the east and north sides of Fairway Drive at the corner next to 1665 Fairway Drive, based on the recommendation of the Traffic Commission.

**D. Canvass of 2018 General Election Results**

MOTION: Move to waive the reading of Resolution No. 2018-85 there being ample copies available to the public.

MOTION: Move to adopt Resolution 2018-85 being a Resolution canvassing municipal general election returns and approve the signing of the Abstract.

**E. Approve Business License Applications**

MOTION: Move to approve the items as listed on the business license agenda for November 13, 2018.

**F. 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 \$1,235,779.69.

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

**8. PUBLIC HEARINGS**

**9. ITEMS FOR CONSIDERATION**

**A. Other Ordinances and Resolutions**

**a. Consideration of City Of Columbia Heights, Minnesota, Resolution 2018-84 Providing For The Sale Of \$2,100,000 General Obligation Public Facilities Refunding Bonds, Series 2018a**

Finance Director Joe Kloiber reported that market conditions present an opportunity to reduce annual interest expense by refinancing Public Facilities Series 2009A. The City’s and EDA’s bond consultant estimates the present value of the interest savings to be \$96,000.

Mayor Schmitt questioned the original interest rate of the bonds. Kloiber indicated the current rate is 4%, the estimated rate with the refinance is 3.6%.

*Motion by Councilmember Buesgens, seconded by Councilmember Williams to waive the reading of Resolution 2018-84, there being ample copies available to the public. All Ayes, Motion Carried.*

*Motion by Councilmember Buesgens, seconded by Councilmember Williams to adopt Resolution 2018-84, being a resolution providing for the sale of \$2,100,000 General Obligation Public Facilities Refunding Bonds, Series 2018A. All Ayes, Motion Carried.*

**B. Bid Considerations**

**C. New Business and Reports**

**10. ADMINISTRATIVE REPORTS**

Councilmember Buesgens attended an MWMO Citizen Advisory Committee meeting, Truck or Treat, Local Government Officials meeting in Andover, the Traffic Commission meeting, the EDA Meeting, and the Police Departments luncheon. She expressed gratitude to those who voted in support of the school district questions.

Councilmember Novitsky attended Coffee with a Cop at Community Grounds. Novitsky thanked the voters, and invited the community to attend the Taste of Heights on November 16<sup>th</sup>.

Mayor Schmitt attended a fund raising concert for St Matthew Church, an open house at the Islamic Center located in Fridley, the Sister Cities Gala celebrating 100 years, and the MWMO Board meeting.

City Manager Walt Fehst wished everyone a bountiful Thanksgiving.

City Attorney Jim Hoeft commended and congratulated all of the candidates in the recent election.

**11. COMMUNITY FORUM**

**ADDED TO THE AGENDA:**

**A. Discussion of City Management position**

Councilmember Buesgens stated that because City Manager Fehst will be retiring soon, she would like to discuss offering that position to the current Assistant City Manager. Buesgens reported that Kelli Bourgeois is currently a Finalist for a City Manager position in another city. Buesgens requested that the council discuss the option of offering Bourgeois the position, before she continues the interview process with the other city. Buesgens commented that Bourgeois is familiar with the operations of the city, and a new hire could take 1-2 years to get established. Councilmember Murzyn, Jr. agreed with Buesgens, describing Kelli as an outstanding person to work with. Councilmember Williams also agreed, stating he thinks Bourgeois would make a great City Manager.

Councilmember Novitsky expressed concern with rushing into hiring a replacement for Fehst, prior to receiving a resignation notice from him. Buesgens commented that the reason for the rush is because of the possibility of Bourgeois being hired by another city. Murzyn, Jr. acknowledged that the process is hurried, noting that the circumstances call for a quick decision. He noted that every staff member he talked to stated that Bourgeois would be a great choice. Murzyn, Jr. also commented on the costs associated with hiring a search firm to hire the next city manager.

Manager Fehst acknowledged the fact that rushing into a decision is not always advisable, because of the possibility of Bourgeois leaving, making an offer should be considered.

Mayor Schmitt clarified that the full council is responsible for hiring a city manager. Schmitt stated this is premature, a job cannot be offered until a resignation is received. Schmitt indicated that salary information, benefits, and a job description need to be discussed prior to offering a position.

City Attorney Hoeft clarified that the council has the option to recess the meeting to allow time to further discuss the item.

Finance Director Joe Kloiber commented that if both the City Manager and the Assistant City Manager positions were vacant, that could be problematic in obtaining applicants.

## **12. RECESS**

*Motion by Councilmember Buesgens, seconded by Councilmember Novitsky to recess the meeting until 6:00 on Thursday, November 15<sup>th</sup> for further consideration. All Ayes, Motion carried.*

City Manager Walt Fehst commented that Councilmember Williams will be calling in to participate in the reconvened session.

Meeting recessed at 7:52 p.m.



Respectively Submitted,  
Katie Bruno, City Clerk/Council Secretary

## **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.

**RESOLUTION NO. 2018-84**

A. WHEREAS, the City Council of the City of Columbia Heights, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$2,100,000 General Obligation Public Facilities Refunding Bonds, Series 2018A (the "Bonds"), to finance a refunding of the City's 2009A Public Facilities Bonds. in the City; and

B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Columbia Heights, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.

2. Meeting; Proposal Opening. The City Council shall meet at Approximately 7:00 p.m. on December 10, 2018, for the purpose of considering proposals for and awarding the sale of the Bonds.

3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion