

**OFFICIAL PROCEEDINGS
CITY OF COLUMBIA HEIGHTS
CITY COUNCIL MEETING
MARCH 11, 2019**

The following are the minutes for the regular meeting of the City Council held at 7 pm on Monday, March 11, 2019 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 7:01 pm

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

Also Present: Kelli Bourgeois, City Manager; Jim Hoeft, City Attorney; Lenny Austin, Police Chief; Kevin Hansen, Public Works Director; Gary Gorman, Fire Chief; and Katie Bruno, City Clerk/Council Secretary

2. INVOCATION

The scheduled invocator was not able to attend.

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 addition of item 6B; Announcement from Malcolm Watson.

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

6. PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS

A. Announcement for upcoming Citizen's Academy

Police Chief Lenny Austin announced two upcoming Coffee with a Cop events; March 12th at the City of Peace Neighborhood Center, and March 13th at St Matthew Church.

Chief Austin also announced the Police Department will be hosting a Citizen's Academy April 4, 11, 18, and 25th, interested residents are encouraged to participate.

B. Announcement from Malcolm Watson

Malcolm Watson-1717 49th Ave NE shared some historical information about Columbia Heights, showing a souvenir handkerchief from O'Donnell Cleaners, formerly located at 40th and Central.

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.)

Mayor Schmitt requested that items C and E be removed for discussion.

A. Approve Minutes of the City Council

MOTION: Move to approve the minutes of the City Council meeting of February 25, 2019

B. Accept Board and Commission Meeting Minutes

MOTION: Move to accept the EDA minutes from February 4, 2019

MOTION: Move to accept the Traffic Commission minutes from February 4, 2019

C. Consideration of entering into an agreement with TimeSaver Off Site Secretarial, Inc.

**Removed for discussion.*

D. Capital Equipment Replacement Of Unit #80: Single Axle Dump Truck And Attachments

MOTION: Move to authorize the purchase of one (1) new Western Star single axle 41,000 GVW dump truck chassis from Boyer Ford of Minneapolis in the amount of \$99,545 which includes sales tax and trade in allowance; and purchase the dump box, reversible front plow, belly plow, wing plow, sander and pre-wet system from Tow Master Truck Equipment of Litchfield, MN in the amount of \$114,455 for a total price of \$214,000, both off the State of Minnesota Purchasing Contract.

E. Designate "No Parking" on the north side of 45th Ave from Taylor Str to 240' east of Fillmore St

**Removed for discussion.*

F. Authorization to seek bids for 2019 Misc Concrete Replacement and Installation Project

MOTION: Move to authorize staff to seek bids for the 2019 Miscellaneous Concrete Replacement and Installation Project.

G. Adopt Resolution 2019-25 Being a Resolution Ordering Preparation Of A Report For Water Service Repair/Replacement, Project 1903

MOTION: Move to waive the reading of Resolution 2019-25, there being ample copies available for the public.

MOTION: Move to adopt Resolution 2019-25, being a Resolution ordering preparation of a feasibility report for water service repair/replacement, Project 1903.

H. Approve Resolution 2019-26 being a Resolution for a DNR Grant Program Application

MOTION: Move to waive the reading of Resolution No. 2019-26, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2019-26 being a Resolution authorizing the Public Works Director to submit an application to the Department of Natural Resources for eligible funds for reconstruction at the Silver Lake Boat Landing.

I. Approve Donation of Fire Department Equipment

MOTION: Move to approve the donation of the Fire Department mobile SCBA fill station equipment to Anoka County Emergency Management

J. Approve Business License Applications

MOTION: Move to approve the items as listed on the business license agenda for March 11, 2019.

K. Review of Bills

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8, the City Council has reviewed the enclosed list of paid claims in the amount of \$642,000.03

Motion by Councilmember Murzyn, Jr., seconded by Councilmember Novitsky to approve the Consent Agenda items A, B, D, F, G, H, I, J, and K. All Ayes, Motion Carried.

Mayor Schmitt requested the following items be removed for discussion:

C. Consideration of entering into an agreement with TimeSaver Off Site Secretarial, Inc.

City Manager Kelli Bourgeois explained that with the City Clerk resigning, it is a good time to look at contracting the completion of city council meeting minutes. TimeSaver's Off Site Secretarial Services provides this service for many cities in the metro area.

Motion by Councilmember Novitsky, seconded by Councilmember Murzyn, Jr. to enter into an agreement with TimeSaver Off Site Secretarial, Inc. for the completion of minutes for the City Council meetings and possibly Planning Commission meetings. All Ayes, Motion Carried.

E. Designate "No Parking" on the north side of 45th Ave from Taylor Street to 240' east of Fillmore St.

Dwayne Anderson expressed his gratitude to the Traffic Commission and the Council for approving this request. Councilmember Williams thanked Mr. Anderson for bringing this request to the city, commenting that this is a good example of working together to get things done.

Motion by Councilmember Williams, seconded by Councilmember Buesgens to designate "No Parking" on the north side of 45th Avenue from Taylor Street to 240' east of Fillmore Street. 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 Buesgens attended retirement celebrations for John Larkin and Lauren McClanahan. She also attended the High School band concert, the Fix it Clinic, the Library Board meeting and the Columbia Heights Performing Arts show, which she described as phenomenal.

Councilmember Williams announced that longtime resident Mickey Rooney celebrated his 90th birthday this week. Williams also announced that Royalty program may be ending. Mayor Schmitt stated that the advisors are stepping down, and replacements have not been found. Williams indicated he knew of some people and he would pass the names on to the City Manager.

Councilmember Murzyn, Jr. attended the Columbia Heights Royalty waffle breakfast.

Councilmember Novitsky commented that he would like to see more people attend the City Services Expo & Town Hall meeting. He commended public works crews for keeping up with the many snow events.

City Manager Kelli Bourgeois announced that the 6th Grade Boys' Basketball team made it to the final round. Preparations are underway for the 2020 census, a second complete count committee meeting is scheduled for March 19th, the first meeting was well attended.

City Attorney Jim Hoeft described the Heights Theater as a great asset to the community after he attended a movie there.

11. COMMUNITY FORUM

KT Jacobs; Chairperson for the complete council committee announced a rally is taking place at the Capitol; on April 1st at 10 am.

Amada Marquis Simula reported that the fix it clinic had 8 people fixing 25 items for 20 people.

Simula also announced that the school district has free senior passes for those 55 and over who would like to attend school events.

12. ADJOURNMENT

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

Meeting adjourned at 7:31 pm



Respectively Submitted,
Katie Bruno, City Clerk/Council Secretary