

**OFFICIAL PROCEEDINGS
CITY OF COLUMBIA HEIGHTS
CITY COUNCIL MEETING
MARCH 23, 2020**

The following are the minutes for the regular meeting of the City Council held at 7:00 pm on Monday, March 23, 2020, 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 7:00 pm.

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

Also Present: Kelli Bourgeois, City Manager; Charlie Thompson, Fire Chief; Matt Markham, Police Captain; Nicole Tingley, City Clerk

2. PLEDGE OF ALLEGIANCE

3. 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 manner.

4. APPROVAL OF AGENDA

Motion by Councilmember Buesgens, seconded by Councilmember Murzyn, Jr., to approve the agenda as presented. All Ayes, Motion Carried 5-0.

5. 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 Work Session of March 2, 2020.

MOTION: Move to approve the minutes of the City Council Meeting of March 9, 2020.

B. Adopt Resolution No. 2020-33, Authorizing a Joint Powers Agreement through the Minnesota Statewide Public Works Mutual Aid Agreement and Equipment Loan Agreement

MOTION: Move to waive the reading of Resolution No. 2020-33, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-33, being a Resolution authorizing the State of Minnesota Statewide Mutual Aid JPA and the Equipment Loan Agreement.

C. Adopt Resolution No. 2020-34, Authorizing the Agreement for Minnesota Water Agency Response Network (MNWARN)

MOTION: Move to waive the reading of Resolution No. 2020-34, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-34, being a Resolution authorizing the agreement between the Minnesota Water Agency Response Network and the City of Columbia Heights.

D. Adopt Resolution No. 2020-35, Awarding Seal Coating; Resolution No. 2020-36, Awarding Crack Sealing; and Resolution No. 2020-37, Awarding Street Striping as a Part of a JPA Contract

Resolution No. 2020-35

MOTION: Move to waive the reading of Resolution No. 2020-35, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-35, being a Resolution awarding the Joint Powers Agreement Contract with the City of Coon Rapids for the 2020 Seal Coating Project to Allied Blacktop Co. based upon their low, qualified, responsible bid in the amount of \$0.69 per gallon of emulsion and \$1.04 per square yard of FA-2 aggregate (local streets) and \$1.08 per square yard of FA-1 aggregate (parking lots), with an estimated cost of \$119,400.00 to be appropriated from Fund 415-51801-4000.

Resolution No. 2020-36

MOTION: Move to waive the reading of Resolution No. 2020-36, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-36, being a Resolution awarding the Joint Powers Agreement Contract with the City of Coon Rapids for the 2020 Crack Sealing Project to Northwest Asphalt and Maintenance based upon their low, qualified, responsible bid in the amount of \$0.47 per lineal foot for rout and seal crack sealing and \$0.42 per lineal foot for blow-and-go crack sealing, with an estimated cost of \$20,100.00 to be appropriated from Fund 415-51801-4000.

Resolution No. 2020-37

MOTION: Move to waive the reading of Resolution No. 2020-37, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-37, being a Resolution awarding the Joint Powers Agreement Contract with the City of Coon Rapids for the 2020 Street Striping Project to Sir Lines-A-Lot, Inc. based upon their low, qualified, responsible bid in the amount of \$27.00 per gallon for Street Markings and \$119.50 per gallon for Street Symbol Markings, with an estimated cost of \$5,880.00 to be appropriated from Fund 212-43190-4000 and \$880.00 to be appropriated from Fund 101-43170-4000.

E. Capital Equipment Replacement of Unit #99: 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, Minnesota, in the amount of \$109,024.00, which includes sales tax; and purchase the dump box, reversible front plow, belly plow, wing plow, sander and pre-wet system from Tow Master Truck Equipment of Litchfield, Minnesota, in the amount of \$118,073.00, for a total price of \$227,097.00, both off the State of Minnesota Purchasing Contract.

F. Capital Equipment Replacement of Unit #411: Utility Supervisor Vehicle

MOTION: Move to authorize the purchase of one (1) Ford Explorer from Tenvoorde Ford Commercial Sales under the State of Minnesota bid in the amount of \$37,087.00, with funding to come equally from 432.49499.5150 and 433.49499.5150, and that the Mayor and City Manager are authorized to enter into a contract for the same.

G. Adopt Resolution No. 2020-38 for a Joint Grant Application to the Metropolitan Council Supporting the Addition of Pedestrian Facilities on 53rd Avenue from Central to University Avenues

MOTION: Move to waive the reading of Resolution No. 2020-38, there being ample copies available to the public.

MOTION: Move to adopt Resolution No. 2020-38 in support of the request for Federal FAST funds for the 53rd Avenue Pedestrian Improvements from Central to University Avenues.

H. Authorize to Purchase Police Vehicles

MOTION: Move to authorize the purchase of two (2) 2020 Ford Police Interceptor Utility Vehicles from Tenvoorde Ford and one (1) unmarked Chevy Traverse from Ranger GM under the State of Minnesota bid, with funding to come from 431.42100.5150 in the amount of \$101,361.00, and that the Mayor and City Manager are authorized to enter into a contract for the same.

MOTION: Move to authorize the Police Chief to expend up to \$44,540.00 to setup and outfit these police vehicles as outlined above.

I. Accept Amendments to City of Columbia Heights Pandemic Preparedness Response Plan

MOTION: Move to accept amendments to the Pandemic Preparedness Response Plan as presented.

J. Extension of Rental Housing License Expiration Dates

MOTION: Move to approve an initial 30-day extension of any rental occupancy license identified by the Fire Department as being affected by the pandemic peacetime State of Emergency in Minnesota and authorize the Fire Chief to grant additional extensions to the rental occupancy licenses as conditions related to the peacetime State of Emergency in Minnesota may require.

K. Consideration of Approval of the Attached List of Rental Housing Applications

MOTION: Move to approve the items listed for rental housing license applications for March 23, 2020, in that they have met the requirements of the Property Maintenance Code.

L. Approve Business License Applications

MOTION: Move to approve the items as listed on the Business License Agenda for March 23, 2020, as presented.

M. 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 \$1,234,444.87.

Motion by Councilmember Murzyn, Jr., seconded by Councilmember Novitsky, to approve the Consent Agenda items as presented. All Ayes, Motion Carried 5-0.

6. ITEMS FOR CONSIDERATION

A. Other Ordinances and Resolutions

a. Second Reading of Ordinance No. 1661, an Ordinance Amending the City Code of 2001 Relating to Accessory Structure Wall Height, Building Height and Structure Height within the City of Columbia Heights

Manager Bourgeois provided brief background information regarding the proposed Ordinance, which had been previously presented at a Council meeting by the Community Development Director and was unanimously recommended for Council approval by the Planning Commission, relating to accessory structure wall height, building height and structure height within the City.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to waive the reading of Ordinance No. 1661, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to approve Ordinance No. 1661, an Ordinance amending the City Code of 2001 relating to accessory structure wall height, building height and structure height within the City of Columbia Heights and direct staff to send a copy of the Ordinance as presented for publication in the legal newspaper. All Ayes, Motion Carried 5-0.

b. Approve Resolution No. 2020-39, Extending the Period of a Mayor-Declared Local Emergency

Mayor Schmitt reported that as of Friday night at 8:00pm she had declared a Local Emergency by the City of Columbia Heights, which was signed and approved by Sergeant Tim Noll, effective for 72 hours. She requested that the Council approve an extension of the declaration so that it may be continued.

Chief Thompson provided background information, to put into perspective, that the extension would allow flexibility in making decisions, pursuing mechanisms of financing, allow him and Manager Bourgeois to seek purchasing avenues without going through the typical ways of obtaining items during the Covid-19 pandemic. This would enable decisions to be made quickly without assembling the governing body in order to keep the Community safe.

Mayor Schmitt expressed thanks to Chief Thompson, Chief Lenny Austin and Manager Bourgeois for their coordination of multiple meetings and conference calls during this difficult time.

Motion by Councilmember Buesgens, seconded by Councilmember , Murzyn, Jr., to waive the reading of Resolution No. 2020-39, there being ample copies available to the public. All Ayes, Motion Carried 5-0.

Motion by Councilmember Buesgens, seconded by Councilmember Novitsky, to approve Resolution No. 2020-39, extending the period of a Mayor-Declared Local Emergency. All Ayes, Motion Carried 5-0.

7. CITY COUNCIL AND ADMINISTRATIVE REPORTS

Councilmember Novitsky thanked area schools for their efforts to ensure students are fed and learning continues, Public Safety and City staff for their proactive efforts on current pertinent issues and asked City residents remain positive.

Councilmember Murzyn, Jr., agreed with Councilmember Novitsky.

Councilmember Williams said to “rejoice and be glad that we’re alive today.”

Councilmember Buesgens agreed with Councilmember Novitsky as well, thanked residents for social distancing and City staff, and said she attended the swearing-in of the newest City police officer and the School Board meeting. She asked everyone “to hang in there.”

Mayor Schmitt thanked City residents for checking on and assisting homebound neighbors, reported that a letter was posted to the City website stating “the City is prepared,” and said “life is changing, reassure your children” and recommended stepping away from the news if needed. City staff are available to answer questions, and 911 is available for emergencies.

Manager Bourgeois reported that nearly all City staff are still working and, though most of the facilities are closed to the public as precautionary measures, they are still able to assist by phone or electronically. She commended City staff for their efforts and said Operations still wishes to provide the best services to the Community.

Manager Bourgeois then reported that the next Council meeting may be done remotely and, if so, a notice would be posted so that residents may participate.

8. ADJOURNMENT

Motion by Councilmember Murzyn, Jr. , seconded by Councilmember Novitsky, to adjourn. All Ayes, Motion Carried 5-0.

Meeting adjourned at 7:16 pm.

Respectfully Submitted,



Nicole Tingley, City Clerk/Council Secretary