



City of Blaine

City Council

January 17, 2024 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order by the Mayor

The meeting was called to order at 7:00PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Leslie Larson, Chris Massoglia, Tom Newland, Jess Robertson and Lori Saroya.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Safety Services Director/Police Chief Brian Podany; Police Captain Matt Carlson; Finance Director Jason Zimmerman; Director of Engineering Dan Schluender; City Attorney Eric Larson; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

None.

5. Communications

Mayor Sanders shared the City's condolences on the passing of long-time NRCB member Dottie McKinley.

6. Open Forum

Open Forum is an opportunity for the public to present an issue or concern to City Council. There is a maximum of fifteen minutes set aside for open forum. Each presentation should be limited

to no more than three minutes. If your item needs follow-up from the City, staff will arrange for that follow-up and will contact you to let you know what is being done. Thank you for coming this evening.

Mayor Sanders opened the Open Forum at 7:10PM.

There being no input, Mayor Sanders closed the Open Forum at 7:10PM.

7. Adoption of Agenda

The agenda was adopted as presented.

8. Approval of Consent Agenda:

All items listed under the "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

Moved by Councilmember Robertson, seconded by Councilmember Newland, that the following items on the Consent Agenda be approved.

Councilmember Newland noted he would be abstaining from approval of Item 8.1 Schedule of Bills Paid.

Motion adopted 6-0-1 (Councilmember Newland abstained).

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| 8.1. | 2024-026 | Schedule of Bills Paid
<i>Sponsors: Jason Zimmerman, Finance Director</i> |
| 8.2. | 2024-027 | Approval of Minutes
<i>Sponsors: Cathy Sorensen, City Clerk</i> |
| 8.3. | RES 24-20 | Approval of Minnesota Investment Fund Application in Connection with City of Blaine EDA for the Chandler Industries Project
<i>Sponsors: Erik Thorvig, Community Development Director</i> |
| 8.4. | 2024-028 | Motion to Authorize Change Order No. 1 in the Amount of \$204,973.19 for the Lift Station 13 Force Main Replacement - Phase 1, Improvement Project No. 21-30
<i>Sponsors: Daniel Schluender, Director of Engineering</i> |

- 8.5.** RES 24-22 Approve Plans and Specifications and Concur with City of Spring Lake Park on Advertisement for Bids for the Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14
Sponsors: Daniel Schluender, Director of Engineering
- 8.6.** 2024-029 Approve a Therapeutic Massage Enterprise License for Jordan A Salon and Day Spa
Sponsors: Cathy Sorensen, City Clerk
- 8.7.** RES 24-23 Authorize Mayor and City Manager to Enter into a Cooperative Construction Agreement with the State of Minnesota Department of Transportation (MnDOT)
Sponsors: Daniel Schluender, Director of Engineering

9. 7:00 PM - Public Hearing and Items Published for a Certain Time

- 9.1.** ORD 24-2539 Amend City Charter Sec. 2.07 Salaries.
Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen stated the council requested the charter commission annually review council salary data and make recommendations for possible increases. After reviewing salary data and the council's current salary which was last increased in 2015, the charter commission recommended a charter amendment that would provide regular review of salary data and recommendations based on annual cost of living increases provided to city staff. The proposed amendment only amends the process in which to review council salaries. Actual adjustments of the salaries are determined via an ordinance that requires approval by a majority of the city council. Staff requested the council hold a public hearing and introduce the ordinance.

Mayor Sanders opened the public hearing at 7:13PM.

There being no public input, Mayor Sanders closed the public hearing at 7:13PM.

Declared by Mayor Sanders that Ordinance No. 23-2539, "Amending City Charter Section 2.07 Salaries," be introduced and placed on file for second reading at the February 5, 2024 Council meeting.

- 9.2.** ORD 24-2540 Amend City Charter Chapter 5. Initiative and Referendum and Recall
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated in 2022 the council directed the charter commission to consider a

charter amendment that would provide for a recall process for an elected mayor or councilmember. It should be noted that Minnesota's constitution and statute provide for recall of elected state officials but not city officials therefore any recall process would require a charter amendment. The topic was discussed at the 2022 and 2023 commission meetings where commissioners discussed reasons where a recall would be allowed, size of the recall committee, and an appropriate threshold required of registered voters on a petition that would trigger a recall election. They reviewed several cities' examples and the proposed ordinance being presented is based on the City of Richfield's charter with input from city council regarding restricting reasons for recall to serious cases of malfeasance during the term of office in the performance of the duties of the office. Staff requested the council hold a public hearing and introduce the ordinance.

Mayor Sanders opened the public hearing at 7:16PM.

There being no public input, Mayor Sanders closed the public hearing at 7:16PM.

Declared by Mayor Sanders that Ordinance No. 23-2540, "Amending City Charter Chapter 5. Initiative and Referendum and Recall," be introduced and placed on file for second reading at the February 5, 2024 Council meeting.

9.3. RES 24-21 Order Improvement and Order Preparation of Plans and Specifications for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated council is asked to conduct the public hearing and consider ordering the improvements and preparation of the project plans and specifications for the 2024 Southwest Area Street Reconstructions. Staff reviewed the four areas within the improvement project in detail with the Council. The estimated cost of these proposed improvements is \$8,525,270 with \$1,224,589 to be assessed to the benefiting properties over a 15-year period. In addition, replacement of existing sanitary sewer castings and rings and select hydrants and valves at an estimated cost of \$1,629,670 is proposed to be paid for by the City Public Utility Funds. The remaining portion of \$5,671,011 is proposed to be paid from the City's Pavement Management Program Fund and Municipal State Aid Funds.

Mayor Sanders opened the public hearing at 7:20PM.

There being no public input, Mayor Sanders closed the public hearing at 7:20PM.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to Order Improvement and Order Preparation of Plans and Specifications for the 2024 Southwest Area Street Reconstructions, Improvement Project No. 24-07.

Councilmember Newland stated 89th Avenue needs these improvements which will be very well received by residents. He questioned how long this roadway would be closed to traffic. Mr. Schluender explained design plans were just beginning and he anticipated this roadway would be done in two or three phases to ensure residents could access this roadway

throughout the improvement project.

Councilmember Saroya expressed concerns with the city's current assessment policy and financial impacts to residents. She reported the \$5,000 assessment would be a hardship to many residents and requested the council reconsider the current residential assessment rate. She questioned how long residents would have to pay off their assessment. Mr. Schluender reviewed the proposed assessments for Areas 1 through 4 and explained residents would have 15 years to pay off the assessment.

Motion adopted 6-1 (Councilmember Saroya opposed).

10. Development Business

None.

11. Administration

- 11.1.** 2024-030 Motion to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Professional Design and Construction Services for the 2024 Southwest Area Street Reconstruction Improvement Project, Improvement Project No. 24-07
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated on August 7, 2023 Council initiated the 2024 Southwest Area Street Reconstructions project, Project No. 24-07 with Resolution No. 23-127. At the August 7, 2023 Council meeting, Bolton & Menk, which is one of the engineering firms in the pre-approved consultant pool approved by Council on August 2, 2021, was awarded a contract to prepare preliminary design and a feasibility report. At that time it was stated that after completion of the feasibility report and upon ordering the improvements, a contract for final design and construction services would be negotiated with Bolton & Menk. The Engineering Department recently requested and received a proposal for final design and construction services for the 2024 Southwest Area Street Reconstructions project from Bolton & Menk in the amount of \$788,194.00. Bolton & Menk is in the council approved engineer consultant pool. Staff has reviewed this proposal and determined that the fees are justified and reasonable. City council is also asked to approve a 10% contingency to bring the total project budget to \$867,013.40. This project will be funded through proposed project assessments, Pavement Management Program funds, Public Utility funds and Municipal State Aid System funds.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to Authorize the Mayor and City Manager to Enter into a Contract with Bolton & Menk for Professional Design and Construction Services for the 2024 Southwest Area Street Reconstruction Improvement Project, Improvement Project No. 24-07.

Councilmember Saroya explained she supported the improvement project moving forward but she was concerned about the current assessment rates being charged to residents. She

indicated she would like to see the Council discuss an assessment rate reduction.

Motion adopted unanimously.

12. Other Business

Mayor Sanders noted Council will be reconvening the workshop to enter into closed session following this meeting regarding the potential purchase of property.

13. Adjournment

Moved by Councilmember Newland seconded by Councilmember Robertson, to adjourn the meeting at 7:28PM.

Motion adopted unanimously.



Signed by

Tim Sanders, Mayor

Signed by

Catherine M. Sorensen, CMC, City Clerk