

Minutes of the Proceedings of the City Council of the City of Champlin in the County of Hennepin and the State of Minnesota
Pursuant to Due Call and Notice Thereof

Regular Session
March 27, 2017
Municipal Center

- Call to Order The Champlin City Council met in Regular Session and was called to order by Mayor Ryan Karasek at 7:00 p.m.
- Pledge of Allegiance The Pledge of Allegiance was recited.
- Roll Call Present: Mayor Ryan Karasek and Councilmembers Eric Johnson (Ward 2), Nate Truesdell (Ward 3) and Ryan Sabas (Ward 4).
- Excused Absent: Jessica Tesdall (Ward 1).
- Also present were City Administrator Bret Heitkamp, Community Development Director John Cox, City Engineer Tim Hanson, Assistant City Engineer Todd Tuominen, City Attorney Scott Lepak and City Clerk Roberta Colotti.
- Approval of Agenda
(March 27, 2017)
Motion Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the agenda for the March 27, 2017 Regular Meeting as presented. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried.
- Approval of Minutes
Motion Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the minutes of the March 1, 2017 Work Plan Priority Work Session as presented. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried.
- Motion by Councilmember Truesdell and seconded by Councilmember Sabas to approve the minutes of the March 13, 2017 Worksession and March 13, 2017 Regular Meeting as presented. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Abstained: Councilmember Johnson. Motion carried.
- Approval of Bills
(March 27, 2017)
Motion Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the bills as submitted for payment on March 27, 2017. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried.
- Announcements Mayor Karasek made the following announcements:
- 2017 Work Plan Priority Worksession – Wednesday, March 29th at 5:30 p.m. in the Council Conference Room
 - Sign-up at www.metroblooms.org for the Thursday, April 6th Rain Garden Presentation being held at City Hall from 6-9 p.m.
 - Council Worksession – Monday, April 10th at 5:45 p.m. in the Council Conference Room
 - City Council Meeting – Monday, April 10th at 7:00 p.m. in the Council Chambers
 - Be part of the Champlin Earth Day Clean-Up Event on Thursday, April 27th beginning at 5 p.m. at Andrews Park by contacting City Hall to register yourself or your community organization. If weather delays the event, it will be held on Thursday, May 4th at the same time and place.
 - Public Informational Meeting for the Mill Pond drawdown – Thursday, March 30th at 6:00 p.m. at City Hall
 - Champlin Round Up Program – Round up your utility bill to the next highest dollar value and help support youth and senior activities and programming opportunities within our City. For more information, or to sign up for the program, visit the City’s website at www.ci.champlin.mn.us or send an email to roundup@ci.champlin.mn.us
- Consent Agenda
- Massage Therapist
License for Quiet Time
Massage Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve a massage therapist license for Dexue Zhang to work at Quiet Time Massage, located at 512 Jefferson Hwy. N., for the term March 27, 2017 to December 31, 2017. Voting in favor were Mayor Karasek,

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| Motion | Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried. |
| Award 2017 Tree Removal Contract Motion | Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the P&C Tree Service for 2017 tree removal services at the rate of \$28 per diameter inch and stump removal at \$4 per diameter inch, with a 10% additional cost for difficult tree and stump removal. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried. |
| Approve 2017 Street Improvement Project: Communication Plan Motion | Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the proposal submitted by WSB for the Communication Plan associated with the 2017 Street Improvement Projects. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried. |
| Resolution No. 2017-25 Approving State of Minnesota Joint Powers Agreements with the City of Champlin on Behalf of Its City Attorney and Police Department Resolution 2017-25 | Councilmember Johnson introduced the following resolution and moved its adoption: A Resolution Approving State of Minnesota Joint Powers Agreements with the City of Champlin on Behalf of Its City Attorney and Police Department The motion for the adoption of the resolution was duly seconded by Councilmember Sabas, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers, Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28 th day of March 2017. |
| Approve Transfer of 2016 Funds from the General Fund to Infrastructure Funds Motion | Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the transfer of \$500,000 from the General Fund to the infrastructure funds as proposed and amend the 2016 budget to reflect the transfers. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried. |
| Resolution No. 2017-26 Approving the Final Plat for Reserve at Elm Creek Fifth Addition: Gonyea Companies (Project 2017-04) Resolution 2017-26 | Councilmember Johnson introduced the following resolution and moved its adoption: A Resolution Approving the Final Plat for Reserve at Elm Creek 5 th Addition (Project 2017-04) The motion for the adoption of the resolution was duly seconded by Councilmember Sabas, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers, Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28 th day of March 2017. |
| Resolution No. 2017-27 Supporting Local Decision-Making Authority Resolution 2017-27 | Councilmember Johnson introduced the following resolution and moved its adoption: A Resolution Supporting Local Decision Making Authority The motion for the adoption of the resolution was duly seconded by Councilmember Sabas, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers, Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28 th day of March 2017. |
| Approve Plans and Specifications and Order Bids for Andrews Park and Northland Park Warming House Project Motion | Motion by Councilmember Johnson and seconded by Councilmember Sabas to approve the plans and specifications for the Andrews and Northland warming house projects and to direct staff to advertise for and order bids. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried. |
| Open Forum | <u>Open Forum</u> No comments made. |
| Motion | Motion by Councilmember Truesdell and seconded by Councilmember Johnson to close the open forum. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried. |

Public Hearings
 Resolution No. 2017-28 Approving the Vacation of a Drainage and Utility Easement Over Outlot D, Reserve at Elm Creek: Gonyea Companies (Project 2017-04)
 The Community Development Director noted that this goes along with the Final Plat approval for The Reserve at Elm Creek 5th Addition, which was approved as part of the Consent Agenda. He stated that the drainage and utility easements proposed would need to be vacated in order to accommodate the Plat. He recommended approval of the resolution as presented.

Public Hearing Mayor Karasek opened the public hearing at 7:08 p.m.
 No comments made.

Motion Motion by Councilmember Johnson and seconded by Councilmember Sabas to close the public hearing at 7:08 p.m. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried.

Resolution 2017-28 Councilmember Johnson introduced the following resolution and moved its adoption:
 A Resolution Vacating the Drainage and Utility Easement Over Outlot D, Reserve at Elm Creek
 The motion for the adoption of the resolution was duly seconded by Councilmember Truesdell, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers, Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of March 2017.

Resolution No. 2017-29 Directing the Preparation of Plans and Specifications and Ordering Mill and Overlay Improvements Within Anderson Estates and the Preserve at Elm Creek 2nd and 3rd Additions (Improvement Project No. 21702)
 The City Engineer presented the Anderson Estates and The Preserve at Elm Creek 2nd and 3rd Additions Mill and Overlay project. He noted that the original project presented to the Council was for the Anderson Estates area and advised that the 2nd and 3rd Additions of The Preserve at Elm Creek have since been added to the project. He identified the proposed project area and the current pavement conditions. He described the Mill and Overlay process that would be completed on the proposed roadways. He noted that when a project of this nature is completed, staff also reviews the sanitary sewer infrastructure. He stated that staff also reviews the curbs and sidewalks in the project area, noting that cracked curbs would be repaired and pedestrian ramps would be installed to meet the current ADA requirements. He advised that there are no street light improvements proposed as a part of this project but noted that the street lights within Anderson Estates would be painted black as a part of another project using City crews either this year or next year. He advised that there would be one section of storm sewer extension that would be installed as a part of the project within Anderson Estates. He reviewed the estimated project cost and proposed funding sources which would include assessments as well as the use of different City funds and MSA funds. He reviewed the proposed assessment cost for residential lots within the Anderson Estates areas and proposed assessment cost for residential lots within The Preserve at Elm Creek 2nd and 3rd Additions. He reviewed the proposed project schedule.

Public Hearing Mayor Karasek opened the public hearing at 7:24 p.m.
 No comments made.

Motion Motion by Councilmember Truesdell and seconded by Councilmember Sabas to close the public hearing at 7:24 p.m. Voting in favor were Mayor Karasek, Councilmembers Johnson, Truesdell and Sabas. Voting against: none. Motion carried.

Resolution 2017-29 Councilmember Truesdell introduced the following resolution and moved its adoption:
 A Resolution Approving the Preparation of Plans and Specifications and Ordering Mill and Overlay Improvements for Anderson Estates and The Preserve at Elm Creek 2nd and 3rd Additions, Improvement Project No. 21702
 The motion for the adoption of the resolution was duly seconded by Councilmember Johnson, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers,

Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of March 2017.

New Business

Resolution No. 2017-30
Approving a Conditional
Use Permit to Erect an
Electronic Message Sign
at 209 Miller Road
(Champlin Crossing):
Cork Crossing LLC
(Project 2017-05)

The Community Development Director stated that the owners of Champlin Crossings have submitted a request to replace their existing sign with a new sign. He noted that the proposed sign would have an electronic message center, which requires a Conditional Use Permit (CUP). He stated that there are a number of conditions which govern an electronic message center sign and noted that the proposed request meets those conditions. He stated that the Planning Commission held a public hearing on March 20th and recommended unanimous approval subject to the conditions noted in the staff report. He stated that staff also recommends approval, noting that the new sign would sit in the same location as the existing sign.

Resolution 2017-30

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving a Conditional Use Permit to Erect an Electronic Message Sign at
209 Miller Road

The motion for the adoption of the resolution was duly seconded by Councilmember Truesdell, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers, Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of March 2017.

Resolution No. 2017-31
Approving Layout No. 1B
for State Project 2750-88
and 2750-93 for Trunk
Highway 169
Improvements from East
Hayden Lake Road to
West River Parkway
(Improvement Project No.
21309)

The City Engineer stated that the City is working in cooperation with MNDOT on the Trunk Highway 169 improvement project. He stated that MNDOT has presented the request for municipal consent. He provided an overview of the elements of the reconstruction and improvement project including realignments and changes to access. He reviewed the different sources for project funding including a federal grant, MNDOT funds, Hennepin County, and local funds from the City. He reviewed the different funding sources the City will use for their portion of the improvement project which will include different City funds and assessment for the improvements along the residential roadways. He stated that the municipal consent is needed for this project and recommended approval.

Mayor Karasek stated that this is a big project in the City and will have a significant impact on the planning for the riverfront. He stated that he is excited that they will be able to bring this forward. He noted that although it will be difficult during the time of construction, there will be a great improvement.

Councilmember Johnson encouraged people to shop at the businesses along the construction area to support them during the construction process.

Resolution 2017-31

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving Layout No. 1B for State Highway Project 2750-88 and 2750-93 for Trunk
Highway 169 Improvements from East Hayden Lake Road to West River Parkway

The motion for the adoption of the resolution was duly seconded by Councilmember Sabas, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers, Johnson, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of March 2017.

Solar Energy System
Report (Municipal
Campus – Year Two)

The Community Development Director stated that in 2014, the City partnered with Newport Partners and Powerfully Green to install a \$1.2 million, 145 kilowatt solar energy system on the roofs of three municipal buildings (Public Safety, Public Works, and Ice Arena). The system was installed at no cost to the City and was paid by tax credits, energy rebates and Newport Partners.

The Community Development Director reported that Newport Partners owns the system and leases roof space from the City for \$300/year. For the first six years, the City will buy power generated by the panels at 80% of our contracted rate with Xcel. In year seven (2021), ownership of the panels transfers to the City through a put and call agreement which sets the purchase price for the system; estimated at +/- \$10,000. Upon transfer, the City will own the system and assume responsibility for

maintenance and realize 100% of the savings; estimated at \$1 million over 40 years.

The Community Development Director stated that in its first two years of operation (2015-2016), the solar energy system has operated well with minimal down time. The system is supported by 11 inverters which convert solar energy to electrical power. To date, three inverters have been replaced under the program's 10 year warranty. The down inverters reduced power generation and savings by up to 2%.

The Community Development Director stated that in 2015, the system generated 151,667 kilowatt hours and savings of \$4,309. In 2016, the system generated 158,929 kilowatt hours and savings of \$5,152. Savings are the product of purchasing power at a reduced rate and reducing the City's peak demand and demand charges. Power generation has not matched early projections of 168,000 kWh per year but savings have exceeded projections. The 40-year pro forma anticipates savings of \$3,300 to \$4,000 in years 1-6 with savings jumping to \$15,500 in year 7 under City ownership.

Councilmember Johnson asked how the City is budgeting in year seven and beyond to replace inverters that go bad after the warranty has expired.

The Community Development Director stated that staff and the Council will need to review that as part of future budget discussions. He stated that this is new technology and staff does not have comparison information from other cities as to their experience with inverters to determine whether it is normal to have three inverters go out in the same length of time as we did.

Councilmember Johnson suggested the City explore if there is an option to extend the warranty beyond ten years.

Councilmember Truesdell stated that it seems costly to replace one inverter per year and noted that another option would be to determine if the City can get out of the solar energy installation after year seven if desired.

Administrative Presentations

Presentation of Plaque of Appreciation to Outgoing Councilmember Eric Johnson

Mayor Karasek presented Councilmember Johnson with a plaque of appreciation for his years of service to the City Council and Planning Commission. He stated that the City is very appreciative of his dedicated service. He stated that Councilmember Johnson is the one who inspired him to serve on the City Council. He wished Councilmember Johnson the best in the future.

Councilmember Johnson thanked Mayor Karasek. He thanked the residents of Ward 2 for voting for him and trusting in him. He thanked City staff for all their efforts. He stated that the City Administrator is the glue that holds the City together. He thanked his wife and children for allowing him to serve and donate his time to the Council. He also thanked previous Councils and Mayors Nelson and Uglem. He stated that the City Council has several large scale projects coming up and encouraged them to utilize the resource they have in City staff. He wished the City Council well in the future.

Presentation of Plaque of Appreciation to Eric Johnson, QCTV Board Member

The City Administrator stated that in addition to Councilmember Johnson's role on the City Council, he was appointed to the Quad Cities Cable Communications Commission (QCTV) Board. He stated that Councilmember Johnson has served on the QCTV Board since 2013 and during those years the organization went through dynamic changes. Councilmember Johnson provided leadership in creating a Strategic Plan and reorganization. He stated that Councilmember Johnson was also involved in the renegotiation of the Comcast franchise agreement and the negotiation of the CenturyLink franchise agreement. He stated that Councilmember Johnson has always provided thoughtful decisions and has never had a personal agenda while serving the QCTV Board or City and he will be sincerely missed.

Councilmember Johnson stated that he graduated with a degree in broadcasting and therefore when the opportunity arose to join the QCTV Board he was thrilled to be a part of it. He stated that he is amazed at how far the organization has come under the guide of QCTV Executive Director, Karen George and the City Administrator. He stated that the reorganization was like building the organization from scratch. He stated that not many people realize how difficult it is to renegotiate an existing franchise agreement but once they completed that they were also able to develop a new franchise agreement with CenturyLink in order to provide choice in providers to the residents of the

community.

Councilmember Sabas stated that when we was running for office Councilmember Johnson was a great resource and provided insight into the responsibilities of a Councilmember. He wished him the best in the future.

Councilmember Truesdell thanked Councilmember Johnson for his years of service.

Adjournment

The Champlin City Council adjourned the regular meeting at 8:00 p.m.

Attest:

Ryan Karasek, Mayor

Roberta Colotti, CMC, City Clerk