

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
July 25, 2016
Municipal Center

Call to Order	The Champlin City Council met in Regular Session and was called to order by Mayor ArMand Nelson at 7:00 p.m.
Pledge of Allegiance	The Pledge of Allegiance was recited.
Roll Call	Present were Mayor ArMand Nelson and Councilmembers Ryan Karasek, Bruce Miller and Kara Terry.
	Excused Absent: Councilmember Eric Johnson.
	Also present were City Administrator Bret Heitkamp, Community Development Director John Cox, City Engineer Tim Hanson, Finance Director June Johnston, Assistant Finance Director Reidun Zollicoffer, Police Chief Dave Kolb, Sergeant Bob Penney, Assistant City Engineer Todd Tuominen, City Attorney Scott Lepak and City Clerk Roberta Colotti.
Approval of Agenda (July 25, 2016) Motion	The City Administrator requested to add Item #5A, Accepting the Resignation of Police Sergeant Bob Penney.
	Motion by Councilmember Karasek and seconded by Councilmember Terry to approve the agenda for the July 25, 2016 Regular Meeting as amended. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.
Approval of Minutes Motion	Motion by Councilmember Miller and seconded by Councilmember Terry to approve the minutes of the July 11, 2016 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.
Approval of Bills (July 25, 2016) Motion	Motion by Councilmember Miller and seconded by Councilmember Karasek to approve the bills as submitted for payment on July 25, 2016. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.
Announcements	Mayor Nelson made the following announcements:
	<ul style="list-style-type: none">• Council Worksession – Monday, August 8th at 5:45 p.m. in the Council Conference Room• City Council Meeting – Monday, August 8th at 7:00 p.m. in the Council Chambers• EDA Worksession – Monday, August 8th immediately following Council meeting in the Council Conference Room• 2016 Champlin Farmers Market is open on Wednesdays now through October 12th from 9:00 a.m. to 1:00 p.m. at the Ice Forum parking lot. July 27th is Seniors Day at the market.
Proclamation Recognizing Sergeant Bob Penney's Service to the City of Champlin	<p><u>Special Presentations</u></p> <p>The Police Chief reported that Police Sergeant Bob Penney is retiring from the Champlin Police Department after a 35 year career in law enforcement. Penney started his career in 1981 as a Special Deputy with the Hennepin County Sheriff's Water Patrol. He worked as a Police Officer with the Kenyon Police Department, the West Hennepin Public Safety Department, and the St. Louis Park Police Department before coming to the Champlin Police Department in 1990. Since that time, Penney has served as a patrol officer, traffic officer, school resource officer, DARE instructor, investigator, a member of the emergency response unit, bike patrol officer, and a defensive tactics instructor. Penney was promoted to Sergeant in 2004 and has served as a patrol supervisor, administrative sergeant, and he currently supervises the department's investigative division. He holds the department's life-saving award, one award of merit, and will be presented another award of merit tonight.</p>

The Police Chief stated that Sergeant Penney has provided twenty six years of excellent service to the

residents and City of Champlin. His career and service should be recognized and commended. It is recommended that the Champlin City Council adopt a proclamation recognizing and commanding Sergeant Penney for his service to the people and City of Champlin.

Mayor Nelson presented a proclamation recognizing Sergeant Penney for his service to the City and people of Champlin. He personally presented the proclamation to Sergeant Penney and thanked him for his excellent service.

The City Administrator stated that one title that was not listed was that Sergeant Penney served as a union steward for his LELS unit and was always well prepared and respectful in representing his colleagues.

Motion

Motion by Councilmember Terry and seconded by Councilmember Karasek to adopt the proclamation recognizing and commanding Sergeant Penney for his service to the people and City of Champlin. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.

Donation from the
Champlin Crime
Prevention Fund to
Support the Police Bike
Patrol

The Police Chief stated that the Champlin Crime Prevention Fund was formed in 2012 to support crime prevention programs, public education and community outreach. He stated that during the budget process it was determined that new bikes would be needed in order to continue the bike patrol but the budget did not allow for that purchase and therefore the Champlin Crime Prevention Fund stepped in. He stated that Trailhead Cycle and Fitness allowed a generous trade-in value for the current bikes and the Crime Prevention Fund conducted fundraising through Culver's and Lakeridge Liquor to raise funds. He stated that Walmart Corporation provided a grant. In addition resident Virginia Brown made a donation to the program. He listed others that were influential in obtaining the funding. He reported that now that the bike program project has been completed the Crime Prevention Fund is working on developing a fundraiser for early October to support domestic abuse victim services.

Councilmember Karasek stated that he attended the bike patrol fundraising events and commended the Crime Prevention Fund members on the quality of their events and thanked them for organizing these events that had such a positive impact on the community.

Motion

Motion by Councilmember Karasek and seconded by Councilmember Miller to accept the donations for two new police bikes. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.

Presentation of Annual
Financial Report

The Finance Director reported that the City received an unmodified "clean" opinion for the 2015 annual audit. She provided a brief overview noting that general fund revenues exceeded expenditures. She stated that the City is in good financial condition.

Dave Mol, Redpath and Company, stated that four reports are issued at the conclusion of the audit. He stated that the first is the opinion on financial statements and which were determined to be clean or unmodified. He provided recognition of the City's GFOA Award for Excellence in Reporting, noting that this was the 12th year in a row that the City received the award. He stated that in regard to internal controls there were no items noted where risks of material misstatement were identified. He noted that the report on Minnesota legal compliance was completed and no items of noncompliance were found. He noted that the next report would be the communication of those charged with governance, noting that the new pension implications were implemented in 2015. He provided a brief summary of the governmental funds, water fund activity, and refuse collection fund.

Motion by Councilmember Terry and seconded by Councilmember Karasek to accept the annual financial report and audit. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.

Overview of Worksession
Discussion

The City Administrator provided an overview of the discussion that occurred at the Council Worksession regarding options associated with the City's Financial Management Plan (FMP), noting that the first FMP was implemented in 2000. He stated that the Council reviewed the pros and cons of using a pay-as-you-go (PAYGO) and pay-as-you-use (PAYUSE) financial management method.

Resolution No. 2016-56
Appointing a Designate
and Alternate to the Elm
Creek Watershed
Management Commission
Resolution 2016-56

Consent Agenda

The staff report prepared by the Assistant City Engineer stated that the Elm Creek Watershed Management Commission requires that each member community appoint a Commissioner to represent their City. The term for Champlin's representative is expiring, therefore the City will need to appoint a Designate and Alternate for the new term which is the remainder of 2016 and 2017, but officially set as continuous until a successor is appointed. The resolution presented this evening designates Bill Walraven as Designate to the Elm Creek Watershed Commission and Gerald Butcher as Alternate.

Councilmember Miller introduced the following resolution and moved its adoption:

A Resolution Appointing a Designate and Alternate to the Elm Creek Watershed Management Commission

The motion for the adoption of the resolution was duly seconded by Councilmember Terry, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said resolution was passed this 25th day of July 2016.

Accept Resignation of
Sergeant Bob Penney

Motion by Councilmember Miller and seconded by Councilmember Terry to accept the resignation of Sergeant Bob Penney effective July 30, 2016. Voting in favor were Mayor Nelson, Councilmembers Karasek, Miller and Terry. Voting against: none. Motion carried.

Open Forum

Open Forum

Pam Riddle, 9956 Hidden Oaks Lane, stated that the parking signs outside her home were recently changed to state no parking allowed. She noted that this prevents her neighbor and herself from having guest parking on the street. She suggested that perhaps permits could be issued for those times when they do have guests or a call could be made to the police to allow for guest parking.

The City Administrator stated that a resident does have the ability to contact the police department to request special parking permission.

Mayor Nelson stated that perhaps something could be published in the newsletter stating that residents can request on-street parking for certain times.

On a separate matter, Ms. Riddle stated that there is a traffic light between the Allina Clinic and New Horizon where there is sometimes confusion as to if drivers have a green light when you are waiting to turn.

The City Administrator noted that controller is scheduled to be replaced in the near future and stated that he would have engineering review that light.

Adjournment

The Champlin City Council adjourned the regular meeting at 7:32 p.m.

ArMand Nelson, Mayor

Attest:

Robert Colotti, CMC, City Clerk