

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
September 12, 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 Eric Johnson, Ryan Karasek, Bruce Miller and Kara Terry.
- Absent: None.
- Also present were City Administrator Bret Heitkamp, Community Development Director John Cox, City Engineer Tim Hanson, Finance Director June Johnston, Assistant City Engineer Todd Tuominen, City Attorney Scott Lepak, City Clerk Roberta Colotti, and City Council Candidates Nate Truesdell (Ward 3) and Rebecca Halling (Ward 4).
- Approval of Agenda
(September 12, 2016)
Motion Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the agenda for the September 12, 2016 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Approval of Minutes
Motion Motion by Councilmember Karasek and seconded by Councilmember Miller to approve the minutes of the August 22, 2016 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Approval of Bills
(September 12, 2016)
Motion Motion by Councilmember Terry and seconded by Councilmember Miller to approve the bills as submitted for payment on September 12, 2016. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Announcements Mayor Nelson made the following announcements:
- The League of Women Voters is hosting a 2016 Candidate Forum for Champlin Mayor, City Council Wards 3 & 4, Senate District 36 and House District 36A on Thursday, September 22nd from 6:30 to 9:00 p.m. in the Council Chambers. Your next opportunity to meet our State Legislative Candidates will be at the North Metro Mayors Association Legislative Candidate Forum on Tuesday, October 4th from 6:30 to 9:00 p.m. in the Council Chambers. Both events will be re-broadcast on Cable Channel 16 and online at www.gctv.org.
 - Council Worksession – Monday, September 26th at 5:45 p.m. in the Council Conference Room.
 - City Council Meeting – Monday, September 26th at 7:00 p.m. in the Council Chambers.
 - 2016 Champlin Farmers Market – will take place on Wednesdays from July 13th through October 12th from 9:00 a.m. to 1:00 p.m. at the Ice Forum parking lot.

Consent Agenda

Councilmember Miller requested to pull Items #1 “Resolution No. 2016-61 Ordering Assessment Hearing for South Diamond Lake Road, Depue Drive, Mississippi View Estates, and Dayton Road (Improvement Project No. 20813)”, and #2 “Change Order No. 1 for South Diamond Lake Road, Depue Drive, Mississippi View Estates and Dayton Road (Improvement Project No. 20813)”, from the Consent Agenda for further discussion.

Mayor Nelson requested to pull Item #5”Accept Resignation of Accounting Clerk III”, from the Consent Agenda for further discussion.

Resolution No. 2016-61
Ordering Assessment
Hearing for South

Councilmember Miller asked the City Engineer to review this request.

The City Engineer stated that a portion of the project cost is being assessed and this item would

Diamond Lake Road,
Depue Drive, Mississippi
View Estates, and Dayton
Road (Improvement
Project No. 20813)
Resolution 2016-61

establish the assessment hearing date for October 11th with a project cost estimated at slightly over \$3,000,000.

Councilmember Miller introduced the following resolution and moved its adoption:

A Resolution Ordering Assessment Hearing for South Diamond Lake Road, Depue Drive, Mississippi View Estates, and Dayton Road (Improvement Project No. 20813)

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 Nelson, Councilmembers, Johnson, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said resolution was passed this 12th day of September 2016.

Change Order No. 1 for
South Diamond Lake
Road, Depue Drive,
Mississippi View Estates
and Dayton Road
(Improvement Project No.
20813)
Motion

Councilmember Miller asked for a summary of Change Order No. 1.

The City Engineer noted that Change Order No. 1 covers three items will have cost impact while the other items listed are a change in quantity.

Councilmember Miller asked why the Best Management Practices (BMP) item was not included in the original project.

The City Engineer noted that City initially did not expect to have to complete the BMP as the area is completely developed but advised that the Watershed required the action to be completed.

Councilmember Karasek stated that at one point the project cost was below the feasibility study estimate and asked the status of the budget.

The City Engineer replied that the current project cost is still \$750,000 to \$1,000,000 under the feasibility study estimate.

Motion by Councilmember Miller and seconded by Councilmember Karasek to approve Change Order No. 1 in the amount of \$130,652 for improvements identified for South Diamond Lake Road, Depue Drive, Dayton Road, and Mississippi View Estates, Improvement Project No. 20813. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Second Reading and
Adoption of Ordinance
No. 770 Amending
Section 126-195
Permitting Lot Splits of
Non-Conforming Two-
Family Dwellings: City of
Champlin (Project 2016-
18)
Ordinance 770

Councilmember Johnson conducted the second reading of the following ordinance and moved its adoption:

An Ordinance Amending Section 126-195 Permitting Lot Splits of Non-Conforming Two-Family Dwellings: City of Champlin (Project 2016-18)

The motion for the adoption of the ordinance was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said ordinance was passed this 12th day of September 2016.

Massage Therapist
License for Summit
Chiropractic
Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve a massage therapist license for Anna Thomas to work at Summit Chiropractic, to be valid from September 12, 2016 to December 31, 2016. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Accept Resignation of
Accounting Clerk III
Motion

Mayor Nelson acknowledged Sue Capra for her 27 years of service to the City and wished her well in her retirement.

Motion by Mayor Nelson and seconded by Councilmember Terry to accept the resignation of Sue Capra, effective September 29, 2016. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Reschedule October 10th
Council Meeting to
October 11th Due to

Motion by Councilmember Johnson and seconded by Councilmember Karasek to reschedule the October 10, 2016 City Council meeting to October 11, 2016 due to the Columbus Day holiday. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against:

Columbus Day Holiday Motion	none. Motion carried.
Resolution No. 2016-62 Removing Street Lighting and Storm Sewer Fees Certified to Taxes for 6020 117th Avenue North Resolution 2016-62	<p>Councilmember Johnson introduced the following resolution and moved its adoption:</p> <p>A Resolution Removing Street Lighting and Storm Sewer Fees Certified to Taxes for 6020 117th Avenue North</p> <p>The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said resolution was passed this 12th day of September 2016.</p>
Approve 2017 Hennepin County Assessing Contract Motion	Motion by Councilmember Johnson and seconded by Councilmember Karasek to authorize staff to enter into an agreement with Hennepin County for the provision for assessing services. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
Approve Lease Agreement with Sprint Spectrum Realty Company for Water Tower #2 Motion	Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the antenna lease agreement with Sprint. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
Open Forum	<p><u>Open Forum</u> No comments made.</p> <p><u>New Business</u> The Finance Director stated that the tax levy being recommended for 2017 is \$9,362,321 (\$8,594,321 for operations and capital and \$768,000 for debt). This is an increase of \$561,835 (7.02%) in the general levy and an increase in the debt levy of \$2,400. This amounts to an increase in the gross levy of 6.41%. However, the levy that is spread to the taxpayer base represents a 5.93% increase from the 2016 levy due to the fact that the City received \$121,147 more in fiscal disparities. The preliminary proposed levy is the maximum amount that the City may levy for 2017 once the levy is approved. The City Council may choose to decrease the levy prior to final adoption in December but the levy may not be increased from the preliminary levy that is set.</p> <p>The proposed budget is preliminary in nature and is still under review by staff and the City Council. The proposed budget is showing an increase from the budget that was adopted in 2016 of \$528,738 (4.65%) of which \$333,331 is for increases in the transfers to infrastructure for Capital Improvement Streets (\$100,000), Capital Equipment (\$100,000), Street Lights (\$8,331), Storm Water (\$100,000) and the Ice Forum (\$25,000), \$73,710 is for employee contract obligations (a 2.5% cost of living adjustment) and \$29,932 is for infrastructure replacement for the joint fire department. A work session will be held with the City Council on October 6th for the purpose of staff presentation of a balanced budget and discussions with department heads regarding the final budget to be presented at the public hearing on December 12th at 7:00 p.m. The public is encouraged to speak at the public hearing.</p> <p>Councilmember Miller highlighted that this is the maximum levy and noted that the intent would be to decrease it before final adoption in December. He stated that the Council and staff will work hard to find opportunities to decrease the preliminary amounts.</p>
Resolution 2016-63	<p>Councilmember Miller introduced the following resolution and moved its adoption:</p> <p style="text-align: center;">A Resolution Adopting the 2017 Preliminary Budget and Tax Levy and Establishing Budget Public Hearing Dates</p> <p>The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said resolution was passed this 12th day of September 2016.</p>

Resolution 2016-64

Councilmember Miller introduced the following resolution and moved its adoption:

A Resolution Approving Preliminary Property Tax Levy for Economic Development Activities for
Fiscal Year 2017

The motion for the adoption of the resolution was duly seconded by Councilmember Karasek, and upon vote being taken thereon, the following voted in favor thereof: Mayor Nelson, Councilmembers, Johnson, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said resolution was passed this 12th day of September 2016.

Adjournment

The Champlin City Council adjourned the regular meeting at 7:16 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk