

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
December 14, 2015
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, Assistant City Engineer Todd Tuominen, Park Facilities Manager Charlie Lehn, City Planner Scott Schulte, Finance Director June Johnston, Police Chief David Kolb, Assistant Finance Director Reidun Zollicoffer, City Attorney Scott Lepak and City Clerk Roberta Colotti.
- Approval of Agenda
(December 14, 2015)
Motion The City Administrator requested to move Item #24, "Appointment of Planning Commissioner", to immediately prior to the Consent Agenda.
- Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the agenda for the December 14, 2015 Regular Meeting as amended. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Approval of Minutes
Motion Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the minutes of the October 8, 2015 Budget Worksession, November 18, 2015 Budget Worksession II, November 18, 2015 Work Plan Priority Meeting and November 23, 2015 Regular Meeting as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Approval of Bills
(December 14, 2015)
Motion Motion by Councilmember Miller and seconded by Councilmember Terry to approve the bills as submitted for payment on December 14, 2015. 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 December 28th Council Meeting will be canceled by Council action this evening.
 - City Hall will be closed beginning at Noon on Thursday, December 24th and all day on Friday, December 25th for the Christmas Holiday and on Friday, January 1st for the New Year's Holiday.
 - Council Worksession – Monday, January 11th at 5:45 p.m. in the Council Conference Room.
 - City Council Meeting – Monday, January 11th at 7:00 p.m. in the Council Chambers.
- Special Presentations
- Oath of Office for New
Police Officers and
Sergeant The Police Chief stated that the Oath of Office would be administered to new Officer Risto Keranen, Officer Caitlyn Amundson, Officer Andrew Trupe, and Sergeant Weston Rolf and invited the existing Officers present to join them in taking the Oath of Office.
- The City Clerk administered the Oath of Office to new officers Risto Keranen, Caitlyn Amundson, Andrew Trupe, Sergeant Weston Rolf and the other Officers present.
- The Police Chief invited the families of the new Officers to come forward and pin the badges on the Officers.
- Presentation of
Certificates of The Park Facilities Manager stated that the Parks Department is pleased to present the certificates of appreciation for participation in the Adopt-A-Park program, noting that the program helps the Parks

Appreciation to 2015
Adopt-A-Park Participants

Department to maintain the appearance of our parks.

Mayor Nelson presented the 2015 Adopt-A-Park certificates of appreciation to the Dan Moldan Family, The Mom's Club of Champlin/Dayton/Anoka and Champlin Cub Scout Pack #276.

Presentation of Donation
from the Champlin Park
Youth Hockey
Association

The Park Facilities Manager provided background information on the partnership between the City and Champlin Park Youth Hockey Association (CPYHA), which began in 1996. He noted that CPYHA makes two payments per year in the amount of \$25,000 each/\$50,000 annually, and noted that when the agreement expires in 2025 the organization will have contributed \$1,500,000 towards the operations of the Ice Forum at Champlin.

Mayor Nelson accepted the donation from CPYHA and thanked them for their partnership with the City of Champlin.

Planning Commission
Appointment

Council Presentations

The City Planner stated that there is one vacancy on the Planning Commission and that following the advertisement of the position and interviews, the Mayor has prepared a recommendation for consideration by the Council this evening.

Mayor Nelson recommended that the Council appoint Mr. David Bouchard to the vacant position on the Planning Commission.

Motion

Motion by Mayor Nelson and seconded by Councilmember Johnson to appoint Mr. David Bouchard (Ward 1) to the Planning Commission to a term expiring 12-31-17. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Consent Agenda

Mayor Nelson requested to pull Item #5, "Adopt 2016-2025 Capital Improvement Plan", from the Consent Agenda for further discussion.

Resolution No. 2015-91
Accepting Donations
Received by the City of
Champlin in 2015
Resolution 2015-91

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Accepting Donations Received by the City of Champlin in 2015

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 14th day of December 2015.

Adopt 2016-2025 Capital
Improvement Plan
Motion

Mayor Nelson stated that the CIP should be amended to reflect the recent sale of the Mill Pond Gables property by eliminating the capital planning for this property.

Motion by Mayor Nelson and seconded by Councilmember Johnson to approve the 2016-2025 Capital Improvement Plan as amended. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Approve 2016 Lease with
Willy McCoys for
Concession Services at
Andrews Park Softball
Complex
Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve Willy McCoys of Champlin LLC., as a leasing partner at the Andrews Park Softball Complex for the year 2016 per the approved contract. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Cancel December 28th
City Council Meeting
Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to cancel the December 28, 2015 City Council meeting. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Resolution No. 2015-92
Amending 2015 Budget

Councilmember Johnson introduced the following resolution and moved its adoption:

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 14th day of December 2015.

Annual Update for Beyond the Yellow Ribbon Program Outreach Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to accept/acknowledge the annual Beyond the Yellow Ribbon report for 2015. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Resolution No. 2015-93 Approving Master Partnership Agreement Between the Minnesota Department of Transportation (MnDOT) and the City of Champlin Resolution 2015-93

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving Master Partnership Agreement Between the Minnesota Department of Transportation (MnDOT) and the City of Champlin

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 14th day of December 2015.

Resolution No. 2015-94 Accepting the Bid and Awarding the Contract for the Sanitary Sewer Rehabilitation (Improvement Project No. 21204)

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Accepting the Bid and Awarding the Contract for the Sanitary Sewer Rehabilitation (Improvement Project No. 21204)

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 14th day of December 2015.

Approve 2016 Business Licenses Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the 2016 business licenses and hours of operation for the businesses listed in the staff report, subject to all licensing requirements being met. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Waive First Reading, Conduct Second Reading, Adopt and Authorize Publication Summary of Ordinance No. 759 Adopting 2015 Building Code Ordinance 759

Councilmember Johnson introduced the following ordinance and waived the first reading, conducted the second reading, moved its adoption and authorized publication summary:

An Ordinance Adopting 2015 Building Code

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 14th day of December 2015.

Waive First Reading, Conduct Second Reading, Adopt and Authorize Publication Summary of Ordinance No. 760 Amending the Zoning Ordinance Regarding Accessory Buildings (Project 2015-20): City of Champlin Ordinance 760

Councilmember Johnson introduced the following ordinance and waived the first reading, conducted the second reading, moved its adoption and authorized publication summary:

An Ordinance Amending the Zoning Ordinance Regarding Accessory Buildings

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 14th day of December 2015.

Approve Extension to

Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve the

Engineering Services Agreement for 2016-2020 Motion

extension of the engineering services agreement for years 2016-2020. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Approve 2016-2020 Refuse and Recycling Service Contract Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to approve entering into an agreement with Champlin Refuse Inc. (CRI) as presented, subject to the approval of the City Attorney. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Resolution No. 2015-95 Related to the Waste Delivery Agreement with Hennepin County Resolution 2015-95

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Related to the Waste Delivery Agreement with Hennepin County

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 14th day of December 2015.

Waive First Reading, Conduct Second Reading and Adopt Ordinance No. 761 Amending Chapter 22: Fees Ordinance 761

Councilmember Johnson introduced the following ordinance, waived the first reading, conducted the second reading and moved its adoption:

An Ordinance Amending Chapter 22: Fees

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 14th day of December 2015.

Open Forum

No comments made.

Public Hearings

Waive First Reading, Conduct Second Reading, Adopt and Authorize Publication Summary of Ordinance Nos. 762, 763, 764, and 765 Amending Gas and Electric Franchise Fees

The City Clerk reviewed the public notice that had been provided in addition to the notice in the legal section of the official newspaper, to prepare property owners for this evening's Public Hearing, including a posting on the City's website home page and in two issues of the City newsletter. She also reviewed the notice provide, by certified mail, to the utility companies and the follow-up notice that will be required to the utility companies if the rate amendment is approved. She presented the full fee schedule amendment being proposed and highlighted the residential customer franchise fee increase from \$2.50 to \$3.50 per month. She stated that if approved the rate would become effective April 1, 2016.

Public Hearing

Mayor Nelson opened the public hearing at 7:24 p.m.

No comments made.

Motion

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

Ordinance 762

Councilmember Johnson introduced the following ordinance and waived the first reading, conducted the second reading, moved its adoption and authorized publication summary:

An Ordinance Implementing a Gas Energy Franchise Fee on Centerpoint Energy Minnesota Gas ("Centerpoint Energy") for Providing Gas Energy Service Within the City of Champlin, Minnesota

The motion for the adoption of the ordinance was duly seconded by Councilmember Miller, 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 14th day of December 2015.

Ordinance 763 Councilmember Johnson introduced the following ordinance and waived the first reading, conducted the second reading, moved its adoption and authorized publication summary:

An Ordinance Implementing an Electric Energy Franchise Fee on Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy (“Xcel Energy”), for Providing Electric Energy Service Within the City of Champlin, Minnesota

The motion for the adoption of the ordinance was duly seconded by Councilmember Miller, 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 14th day of December 2015.

Ordinance 764 Councilmember Johnson introduced the following ordinance and waived the first reading, conducted the second reading, moved its adoption and authorized publication summary:

An Ordinance Implementing an Electric Energy Franchise Fee on Connexus Energy, A Cooperative Association, for Providing Electric Energy Service Within the City of Champlin, Minnesota

The motion for the adoption of the ordinance was duly seconded by Councilmember Miller, 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 14th day of December 2015.

Ordinance 765 Councilmember Johnson introduced the following ordinance and waived the first reading, conducted the second reading, moved its adoption and authorized publication summary:

An Ordinance Implementing an Electric Energy Franchise Fee on the City of Anoka, A Municipal Corporation, for Providing Electric Energy Service Within the City of Champlin, Minnesota

The motion for the adoption of the ordinance was duly seconded by Councilmember Miller, 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 14th day of December 2015.

Waive First Reading,
Conduct Second Reading
and Adopt Ordinance No.
766 Amending Chapter 58
– Storm Water Utility
Fees

The City Clerk noted that similar posting of background information for this item was available on the City’s website. She presented the full fee schedule and highlighted that the typical residential lot fee is proposed to increase from \$2.75 to \$3.25. She stated that the fee would become effective on January 1, 2016.

Public Hearing Mayor Nelson opened the public hearing at 7:27 p.m.

No comments made.

Motion Motion by Councilmember Johnson and seconded by Councilmember Terry to close the public hearing at 7:27 p.m. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Councilmember Karasek introduced the following ordinance and waived the first reading, conducted the second reading and moved its adoption:

An Ordinance Amending Chapter 58 – Storm Water Utility Fees

The motion for the adoption of the ordinance was duly seconded by Councilmember Terry, 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 14th day of December 2015.

Resolution No. 2015-96 The Finance Director stated that staff and City Council have been working on the budget since July

Adopting the 2016 Budget and Establishing Fund Appropriations, Resolution No. 2015-97 Approving a Tax Levy for 2016 Operating Budget Appropriations, and Resolution No. 2015-98 Approving a Tax Levy for 2016 EDA Operating Budget Appropriations

through several meetings and worksessions. She advised that a lot of the infrastructure in the City was constructed at the same time and therefore there will be a large expense coming to repair and/or replace that infrastructure, and that was a consideration in budgeting for the future. She reviewed the budget challenges for this year, which included rising costs, decreased revenue, unfunded State and Federal mandates, and aging infrastructure among others. She provided a history of tax levies for the City ranging from 2008 to 2016. She provided the 2015 tax burden per capita which identifies Champlin and other communities, noting that Champlin shows very well in compared to other cities in the state. She provided the proposed 2016 tax levy of \$17,475,480, which is an increase of 3.85 percent from 2015. She identified sources of revenues for the general fund and displayed a list of departments funded within the general fund that identified increases and decreases. She identified the levels of government (i.e. Hennepin County) that receive funds from the property taxes, noting that the City of Champlin receives 34 percent of the property taxes. She provided additional information on the infrastructure replacement fund.

Public Hearing

Mayor Nelson opened the public hearing at 7:40 p.m.

No comments made.

Motion

Motion by Councilmember Johnson and seconded by Councilmember Miller to close the public hearing at 7:40 p.m. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Councilmember Miller thanked staff and the Council for their hard work on the budget this year. He noted that the budget will never be perfect but noted that Champlin continues to do an excellent job and plans for the long-term.

Councilmember Karasek echoed the comments of Councilmember Miller and expressed his appreciation to staff for their continued hard work.

Mayor Nelson noted that there is a lot of money budgeted for future infrastructure replacement, which will help the City in the future as the we will not need to issue bonds/accrue debt for those improvements when the replacement is needed.

Resolution 2015-96

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Adopting the 2016 Budget and Establishing Fund Appropriations

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 14th day of December 2015.

Resolution No. 2015-97

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving a Tax Levy for 2016 Operating Budget Appropriations

The motion for the adoption of the resolution was duly seconded by Councilmember Miller, 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 14th day of December 2015.

Resolution 2015-98

Councilmember Johnson introduced the following resolution and moved its adoption:

A Resolution Approving a Tax Levy for 2016 EDA Operating Budget Appropriations

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 Johnson, Karasek, Miller and Terry, and the following voted against the same: none, whereupon said resolution was passed this 14th day of December 2015.

Resolution No. 2015-99
Approving the Vacation of
a Five Foot Drainage and
Utility Easement Over Lot
3, Block 1, Norma
Terrace: Jack Washburn
(Project 2015-25)

The City Planner stated that there was a recent finding of a five-foot drainage and utility easement that encumbered two lots and the property owner, Jack Washburn, is requesting to vacate that easement in preparation for sale of those properties. He stated that staff supports the vacation of the easement.

Public Hearing

Mayor Nelson opened the public hearing at 7:46 p.m.

No comments made.

Motion

Motion by Councilmember Johnson and seconded by Councilmember Karasek to close the public hearing at 7:46 p.m. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Resolution No. 2015-99

Councilmember Terry introduced the following resolution and moved its adoption:

A Resolution Approving the Vacation of a Five Foot Drainage and Utility Easement Over Lot 3, Block 1, Norma Terrace: Jack Washburn (Project 2015-25)

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 14th day of December 2015.

New Business

Resolution No. 2015-100
Approving Plans and
Specifications and
Ordering Advertisement
of Bids for the Mississippi
River Shoreline
Stabilization
(Improvement Project No.
21509)

The City Engineer stated that he is present to request the approval of the plans and specifications for the Mississippi River Shoreline Stabilization Project. He noted that the item had originally been bid earlier this year but because the bids were not favorable, they were rejected. He identified the proposed project area and noted that the area will have riprap stacked along the side of the riverbank and advised that there will be areas created for fishing. He provided information on funding, noting that there will be contributors in addition to the City. He stated that if approved the project would be advertised for bid on December 24th with the bid opening to occur on January 19th and the project to be awarded on January 25th.

Councilmember Miller asked if the City's share of the funding has increased or decreased with the delay of the project.

The City Engineer stated that additional funding was obtained and therefore the City's share of the funding has decreased.

Resolution 2015-100

Councilmember Miller introduced the following resolution and moved its adoption:

A Resolution Approving Plans and Specifications and Ordering Advertisement of Bids for the Mississippi River Shoreline Stabilization (Improvement Project No. 21509)

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 14th day of December 2015.

Adjournment

The Champlin City Council adjourned the regular meeting at 7:50 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk