

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
February 24, 2014
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, Police Chief David Kolb, Parks and Facilities Manager Charlie Lehn and City Attorney Darrell Jensen.
- Approval of Agenda
(February 24, 2014)
Motion Motion by Councilmember Karasek and seconded by Councilmember Miller to approve the agenda for the February 24, 2014 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 Johnson and seconded by Councilmember Karasek to approve the minutes of the February 10, 2014 Worksession I, February 10, 2014 Committee-of-the-Whole Meeting, February 10, 2014 Regular Meeting and February 10, 2014 Worksession II as presented. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Approval of Bills
(February 24, 2014)
Motion Motion by Councilmember Terry and seconded by Councilmember Miller to approve the bills as submitted for payment on February 24, 2014. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Announcements Mayor Nelson made the following announcements:
- Executive Session – Immediately following tonight’s Council meeting, in the Council Conference Room, to Discuss Union Negotiations.
 - Council Worksession following Executive Session to Discuss Frozen Water Service Lines.
 - Mayor Nelson presented information on frozen water lines. He stated the City website also has information on preventing frozen water lines.
 - Council Worksession – Monday, March 10th at 5:45 p.m. in the Council Conference Room.
 - City Council Meeting – Monday, March 10th at 7:00 p.m. in the Council Chambers.
- Consent Agenda
Councilmember Miller requested to pull Items #1, “Award 2014 Street Sweeping Contract”, and #2, “Approve Farmers Market Bylaws for 2014”, from the Consent Agenda for further discussion.
- Councilmember Terry requested to pull Item #4, “Approve Change Order Numbers 1-17 for Andrews Park Improvements – Phase II”, from the Consent Agenda for further discussion.
- Appointment of Full Time
Police Officer
Motion Motion by Councilmember Terry and seconded by Councilmember Miller to authorize the appointment of Andrew Jave to the position of full-time Police Officer effective March 11, 2014, conditional upon successful completion of physical and psychological testing. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.
- Award 2014 Street
Sweeping Contract Councilmember Miller questioned the need for a \$40,000 street sweeping budget for 2014.

Motion The City Administrator stated that this budget line item also pays for fall work, if needed. However, he believed the full budget of \$40,000 would not be used based on the current quoted cost of street sweeping and anticipated cost of fall work. He described the year end procedure for dealing with any remaining funds in this line item.

Motion Motion by Councilmember Miller and seconded by Councilmember Johnson to approve a contract with Allied Blacktop Company for the 2014 spring street sweeping at an hourly rate of \$79. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Approve Farmers Market Bylaws for 2014 Item Tabled Councilmember Miller requested that the Parks and Facilities Manager, as a Board Member of the Farmers Market Board, define the mission and purpose of the Farmers Market.

The Parks and Facilities Manager stated that this is his first year on the Farms Market Board; however his understanding is that the farmers market is designed to bring local produce to the community. It provides an opportunity for residents to have access to produce from local farms.

Councilmember Miller questioned if farmers markets in other cities are sponsored by the host city or by a local organization.

The Parks and Facilities Manager stated he would need to research that question.

Councilmember Miller asked if there was a line item in the budget for the farmers market and if the City gains or loses money on the operation of the farmers market.

The Parks and Facilities Manager stated that he would need to review this, however he believed the intent is to cover the cost to provide the service to the City.

Councilmember Miller asked why the event operates from 9 a.m. to 1 p.m. on Wednesdays, as he believed different hours would benefit more residents.

The Parks and Facilities Manager explained that by staggering hours between the Champlin farmer market and other area farmers markets the vendors are able to sell at other markets as well.

The City Administrator explained that other markets were already operating when this farmers market opened and this was the time that the City was able to secure the vendors.

Councilmember Karasek agreed with the comments made by Councilmember Miller in regard to operating the market during a time when more residents would be able to attend.

Motion to Table Motion by Councilmember Karasek and seconded by Councilmember Miller to table the 2014 Farmers Market Bylaws. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Approve Change Order Numbers 1-17 for Andrews Park Improvements – Phase II Item Tabled The staff report for this agenda item, submitted by the Parks and Facilities Manager, stated that staff recommends change orders number 1-17 be approve by the City Council in the amount of \$24,231.55 for the Andrews Park Improvements Phase II.

Councilmember Terry stated that normally there is information included in the packet showing that the Parks and Recreation Commission had reviewed an item of this nature; however she did not see that information in the packet.

The Parks and Facilities Manager stated that this item had not been sent to the Parks and Recreation Commission prior to review by the Council. He explained that the schedule for Phase II allowed them to accumulate the change orders for approval at one time.

Mayor Nelson noted that while he understood the purpose of some of the change orders he needed additional information on others, he questioned if some of the items were added because there were additional funds available.

The Parks and Facilities Manager provided additional information regarding the colored concrete and advised that it was recommended by the architect that the colored concrete be added as an outline for the border of the splash pad to provide contrast.

Mayor Nelsons stated that he believed it would be better to leave the concrete as originally planned and save the \$2,000. He referenced another change order in the amount of \$3,300 for additional furring strips for the siding, and questioned if there would be damage if the additional funds were not spent.

The Parks and Facilities Manager stated that longer fasteners were recommended to properly adhere the siding to the concrete block.

Councilmember Miller questioned if the error was on the part of the bidder or the City Engineering Department.

The City Engineer explained that there was differing information between the sales staff and the manufacturer for this item resulting in a different recommendation.

Mayor Nelson asked for additional information on the coverings for Simpson tie brackets related to the \$2,465 change order.

The Parks and Facilities Manager provided additional information on the material.

Councilmember Miller stated that he would be in favor of removing the colored concrete change order.

Councilmember Johnson questioned the overhead door spring and motor covers in the amount of \$908.25.

The Parks Facilities Manager stated that the item is not only an aesthetic measure but also provides additional safety coverage.

Councilmember Karasek referenced the issue of concrete colors and noted that the packet only provides a written summary description and does not provide pictures and the full scope of information. He did not believe that the specific line items should be pulled without knowing the full scope of how the item could impact the project.

Councilmember Terry stated that she would hesitate in pulling any of the items without the input of the Parks and Recreation Commission as they have been involved in the planning process.

The City Administrator confirmed that the item could be brought forward to the Parks and Recreation Commission prior to the March 10th City Council meeting.

Councilmember Johnson stated that he while he does not like to see change orders he does not want the Council to overly micromanage a project like this. He stated that the City is spending a lot of money on a really nice project and would not want to skimp on something that could add significantly to the vision of the project. He noted that even with the change orders the project is still \$176,000 under budget. He stated that overall the project is going very well.

The City Administrator noted that additional information could be made available at the next City Council meeting and advised that in regard to certain change orders staff would follow up with the architect to determine what cost is reasonable as some of the issues arose because of problems with the original specification.

Mayor Nelson questioned if the items were time sensitive and whether there would be an impact on the project timeline.

The Parks and Facilities Manager did not believe that the timeline would be affected. He stated he could bring this item before the Parks and Recreation Commission but noted that some of the members of the Commission have changed and may not be aware of the original intent of the project.

Councilmember Johnson questioned if there will be more change orders down the road.

The Parks and Facilities Manager stated that with two months left in the project he believed that more change orders could come forward.

Councilmember Johnson suggested approving this item tonight with direction to staff on the process for review required moving forward.

Councilmember Miller stated that he would like the item to go before the Parks and Recreation Commission.

Councilmember Johnson stated that if it wouldn't slow the project down to table this item he would be favorable to that.

Motion to Table

Motion by Councilmember Miller and seconded by Councilmember Karasek to table change orders #1-17 in the amount of \$24,341.55, with direction for the Parks and Recreation Commission to review the item at their March 4, 2014 meeting. Voting in favor were Mayor Nelson, Councilmembers Johnson, Karasek, Miller and Terry. Voting against: none. Motion carried.

Open Forum

No comments made.

Adjournment

The Champlin City Council adjourned the regular meeting at 7:36 p.m.

ArMand Nelson, Mayor

Attest:

Roberta Colotti, CMC, City Clerk