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 Jessica Tesdall (Ward 1), Tom Moe (Ward 2), Nate Truesdell (Ward 3) and Ryan Sabas (Ward 4).

Absent: None.

Also present were City Administrator Bret Heitkamp, Community Development Director John Cox, City Engineer Tim Hanson, Park Facilities Manager Charlie Lehn, City Planner Scott Schulte, City Engineer Todd Tuominen, City Attorney David Schaps and City Clerk Roberta Colotti.

Approval of Agenda

The City Administrator requested to move Item #14 “Resolution No. 2019-16 Approving 2019 Federal Recreational Trail Grant Program Application” to be a part of the Consent Agenda.

Motion

Motion by Councilmember Sabas and seconded by Councilmember Truesdell to approve the agenda for the January 28, 2019 Regular Meeting as amended. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

Approval of Minutes

Motion by Councilmember Truesdell and seconded by Councilmember Sabas to approve the minutes of the January 14, 2019 Worksession and January 14, 2019 Regular Session as presented. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

Approval of Bills

Motion by Councilmember Tesdall and seconded by Councilmember Moe to approve the bills as submitted for payment on January 28, 2019. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

Announcements

Mayor Karasek made the following announcements:

- We would like to take a moment to remember Doris A. Kemp who served as the City of Champlin’s first City Clerk. She passed away on January 17, 2019 at her home in Burleson, Texas at 95 years of age. As a World War II Veteran, she will be interred at Fort Snelling with Honors. The Doris A. Kemp Park located along the Mill Pond is named in recognition of her service to the City of Champlin. The family has requested that in lieu of flowers, friends send donations to Samaritan’s Purse or to the Champlin Garden Club in memory of Doris.
- Council Worksession – Monday, February 11th at 5:30 p.m. in the Council Conference Room
- City Council Meeting – Monday, February 11th at 7:00 p.m. in the Council Chambers
- Champlin Round Up Program – Round up your utility bill to the next highest dollar value and help support youth and senior activities. 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
- MCES Champlin Area Regional Sewer Improvement Project Open House has been postponed from Tuesday, January 29th to Monday, February 6th.

Overview of Worksession Discussion

The City Administrator provided an overview of the discussion that occurred earlier in the evening at the Council Worksession regarding:

- Emery Village II Development: The Council heard details on a 4.4-acre townhome proposal which will be considered by the City Council within the next 30 to 60 days.
- Bids for the Mill Pond Access Trails and Bridges: The Council will take action on this item tonight.
Elm Creek Stream Restoration Phase III Project: The Council will take action on this item tonight.

**Consent Agenda**

Mayor Karasek requested to pull Item #5 “Approve Administrative Operating Procedures, Council/Staff Mutual Expectations and Pledge to the Residents”, and Item #12 “2019 Community Partnership Award”, from the Consent Agenda for further discussion.

**Appointment of Public Service Worker: Public Works/Ice Forum**

Motion by Councilmember Truesdell and seconded by Councilmember Sabas to appoint Mr. Dan Stone to the position of Public Service Worker, Parks and Public Works/Ice Forum. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

**Appointment of Public Service Worker: Utilities**

Motion by Councilmember Truesdell and seconded by Councilmember Sabas to appoint Mr. James Muellner to the position of Public Service Worker, Utilities. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

**Appointment of Part-Time Temporary Meter Reader**

Motion by Councilmember Truesdell and seconded by Councilmember Sabas to appoint Mark Sisson to the part-time temporary meter reading position at a starting hourly rate of $20.35. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

**Table Approval of Administrative Policies**

Mayor Karasek noted the time constraints at the Worksession when this item was first reviewed and requested that the Council return this item to a Worksession for further discussion prior to taking formal action.

Motion by Mayor Karasek and seconded by Councilmember Sabas to table the approval of the “Administrative Operating Procedures”, “Mutual Agreement Between the Champlin City Council and Champlin City Staff”, and “Champlin City Council and Staff Pledge to Our Residents”. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

**Resolution No. 2019-12 Approving the Bids for the Elm Creek Stream Restoration Phase III (Improvement Project No. 21720)**

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution Approving the Bids for the Elm Creek Stream Restoration Phase III (Improvement Project No. 21720)

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 Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of January 2019.

**Resolution No. 2019-13 Approving the Bids for the Mill Pond Access Trails and Bridges (Improvement Project No. 21719)**

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution Approving the Bids for the Mill Pond Access Trails and Bridges (Improvement Project No. 21719)

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 Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of January 2019.

**Waive First Reading, Conduct Second Reading and Adopt Ordinance No. 808 Amending Chapter 30 – Licenses, Permits and Miscellaneous Business Regulations, Article VI – Massage Establishments**

Councilmember Truesdell introduced the following ordinance, waived the first reading, conducted the second reading, moved its adoption and authorized use of a publication summary:

An Ordinance Amending Chapter 30 – Licenses, Permit and Miscellaneous Business Regulations, Article VI – Massage Establishments

The motion for the adoption of the ordinance was duly seconded by Councilmember Sabas, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers

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and Authorize Use of a Publication Summary
Ordinance 808

Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said ordinance was passed this 28th day of January 2019.

Waive First Reading, Conduct Second Reading and Adopt Ordinance No. 809 Amending Chapter 22 – Fees

Councilmember Truesdell 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 Sabas, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said ordinance was passed this 28th day of January 2019.

Resolution No. 2019-14 Amending the Street Light Policy for Design Standards

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution Amending the Street Light Policy for Design Standards

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 Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of January 2019.

Approve Change Order No. 1 for the 2018 Fiber Optic Cable Extension (Improvement Project No. 21811)

Motion by Councilmember Truesdell and seconded by Councilmember Sabas to approve Change Order No. 1 for the extension of fiber optic conduit for the 2018 Fiber Optic Cable Extension, Improvement Project No. 21811. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

2019 Champlin Community Partnership Award: Mark Uglem

Mayor Karasek stated that he requested this item be pulled from the consent agenda this evening to highlight the recognition of Mr. Uglem. He stated that Champlin is honored to present the Community Partnership Award to Mr. Uglem as a former Mayor and State Representative who continues to serve the City well in other formats.

According to the report recommending the award, in 2018 the Champlin Community Partnership Award was initiated in the City of Champlin. The award is designed to honor selected individuals that are continuously participating as partners with the City and greater community. This year’s proposed honoree is Mr. Mark Uglem. Mr. Uglem was instrumental in establishing the Champlin Ice Forum in 1996, served two terms as Mayor of Champlin, served as a State House of Representatives Legislator and was key in obtaining funding for both the Mill Pond Restoration Project and Trunk Highway 169 Projects in 2017 and 2018.

A red-carpet honorary puck-drop photo event is proposed for a February 2019 Champlin Park Rebels High School Boys Hockey Game.

Motion by Councilmember Sabas and seconded by Councilmember Moe to approve Mr. Mark Uglem as recipient of the 2019 Community Partnership Award and direct staff to honor Mr. Uglem at an upcoming February 2019 Champlin Park Boys High School Hockey game. Voting in favor were Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas. Voting against: none. Motion carried.

Resolution No. 2019-16 Approving 2019 Federal Recreational Trail Grant Program Application

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution Approving 2019 Federal Recreational Trail Grant Program Application

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 Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of January 2019.
Open Forum
There were no requests to speak at Open Forum.

New Business
The City Planner reported that on April 23, 2018 the City Council approved plans for a Top Wash drive-thru car wash, including a 140-foot express tunnel wash, belt drive conveyor system, 17 vacuums and three pay stations on Lot 1, Block 1, Coler Farms. Since approval, Top Wash has reconsidered the orientation of the site layout and requests to modify the site plan by essentially flipping the operations (moving pay stations to the south of the building and vacuum area to north of the building) and eliminating the exit onto 122nd Avenue.

The City Planner reported that the Planning Commission held a Public Hearing on January 22, 2019. He stated that Elizabeth Halsey, 8556 122nd Avenue N, questioned the height and spacing of the proposed tree plantings on the berm. Other public testimony was offered by the applicant, Brad Dunham. Mr. Dunham indicated that they would be a good neighbor as they have been a good neighbor to an adjacent townhome development at their Anoka site. Further, he indicated that the revised plan is better for the neighborhood as it eliminates the connection to 122nd Avenue. The Planning Commission recommended unanimous approval of the request.

The City Planner also recommended approval of the request, contingent upon the conditions listed in the staff report.

Councilmember Moe received confirmation that the position of the earthen berm is not changing.

Councilmember Tesdall stated that the revisions to the site plan make a lot of sense. She commented that she also likes that the vehicles will enter and exit the site onto Business Park Boulevard rather than onto 122nd Avenue. She confirmed that the vacuum noise was included in the sound analysis.

Councilmember Tesdall referenced the Fridley, Top Wash, location and asked for information on the adjustments that have been made to the vacuum systems.

Mr. Dunham reviewed the modifications that have been made to the vacuums at the Fridley site. He noted that not being a central system the vacuums can be shut off when not in use. He stated that with the new layout the neighborhood should not see as much carwash activity.

Mayor Karasek agreed that the change in layout improves the aesthetics and will help deter any negative impacts from noise. He also believed that having the entrance and exit direct onto Business Park Boulevard will prevent issues from directing that traffic into the neighborhood off 122nd Avenue.

Resolution 2019-15
Councilmember Truesdell introduced the following resolution with the conditions as outline in the staff report, and moved its adoption:

A Resolution Approving a Revised Site Plan, Including Planned Unit Development Plan (PUD) Signage Variances, For a Car Wash (Top Wash) on Lot 1, Block 1, Coler Farms

The motion for the adoption of the resolution was duly seconded by Councilmember Moe, and upon vote being taken thereon, the following voted in favor thereof: Mayor Karasek, Councilmembers Tesdall, Moe, Truesdell and Sabas, and the following voted against the same: none, whereupon said resolution was passed this 28th day of January 2019.

Adjournment
The Champlin City Council adjourned the regular meeting at 7:22 p.m.

_____________________________________________________
Ryan Karasek, Mayor

Attest:

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Roberta Colotti, CMC, City Clerk