City of Columbus
Regular City Council Meeting
April 12, 2023

ATTENDANCE SHEET

PLEASE PRINT

Name: Address:

City of Columbus
Regular City Council Meeting
Alternative Meeting Format
MN Statute, Section 13D.021
04.12.2023

The 04.12.23 meeting of the City of Columbus City Council was called to order at 6:10 p.m. by Mayor Jesse Preiner at City Hall. Present were Councilmembers Ron Hanegraaf, Janet Hegland and Sue Wagamon; City Administrator Elizabeth Mursko, City Attorney Bill Griffith, City Engineer Kevin Bittner, Public Communication Coordinator Connor Keith and Public Works Director Jim Windingstad.

Also in attendance: Matthew Weiland, 651-353-7482

Not in attendance: Councilmember Rob Busch

A. **CITY COUNCIL REGULAR MEETING**
   1. Call to Order Regular Meeting – 6:10 p.m.
   2. Pledge of Allegiance

B. **CONSENT AGENDA**
   3. Agenda Approval with Additions
   4. Approval of the 03-08-2023 City Council Meeting Minutes
   5. Approval of the 03-22-2023 City Council Meeting Minutes
   6. Pay Bills as Posted

Motion by Wagamon to approve the consent agenda items No. 3-6. Seconded by Hanegraaf. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

C. **PRESENTATION**
   7. Public Open Forum

No participation.

   8. Planning Commission Report

Hegland shared that four public hearings took place at the April 5, 2023, Planning Commission meeting, one of which pertained to Clear Channel Outdoor's dynamic billboard 20-year IUP application. Matthew Weiland, Vice President of Real Estate at Clear Channel (3225 Spring St., Minneapolis, MN 55413) detailed the plans to update an existing billboard in Columbus from a static display to a dynamic, digital screen and its benefits to their customers and the City.

Hanegraaf asked about the ladders on billboards that aren't being discussed in this IUP. Weiland indicated that there are a few different techniques the company can employ to negate the ladders' impact on the "Columbus" sign, including painting the ladders or repositioning the signage. Hanegraaf continued, asking if the façade would be altered. Weiland said the existing façade will not be altered other than repositioning the ladder to the rear of the sign.

Hegland asked Mursko if the Council can approve this application with a contingency to resolve problems with Clear Channel's other billboards regarding ladders blocking "Columbus" signs. Mursko and Griffith said this application must be considered independently and other compliance issues should be handled on their own. Hegland requested a mock-up of the billboard with the new display, catwalk and relocated ladder.

Motion by Hegland to continue discussion on the Interim Use Permit for Clear Channel Dynamic Billboard Panels 92780 and 92781 at 9500 145th Ave. for a 20-year term until our next Council meeting on April 26, 2023, to give us time to look at photographs of what the moved ladder and catwalk will look like on the sign. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Hegland continued, sharing the next two public hearings pertaining to Kettle Kove Estates, which will be voted on at the next City Council meeting. The hearings were on the Conditional Use Permit/Planned Use Development application and the preliminary plat for the development. Hegland asked if questions posed during the hearings have been answered. Mursko said City Planner Dean Johnson will answer them at the joint City Council and Planning Commission meeting next week.

Hegland continued to discuss the Commercial Pet and Small Animal Uses Report for an amendment to Chapter 7A of the City Code. The Planning Commission voted to accept the report and approve the amendments to the Council.

Motion by Preiner to accept the Commercial Pet & Small Animal Uses Report. Seconded by Wagamon.

Hegland shared that she had clarifying edits that she would like to make to the report consistent throughout. Mursko and Griffith said the report may be approved with non-substantive edits.

Preiner amended his motion to include non-substantive edits. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Motion by Preiner to adopt Ordinance No. 23-01, amending Chapter 7A, amendments to Small Animal Facilities and Housekeeping as presented. Seconded by Hegland. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Motion by Hegland to approve Summary Publication for Ordinance No. 23-01 amending Chapter 7A, amendments to Small Animal Facilities and Housekeeping as presented. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Hegland continued, sharing that the Council needs to accept Frank Ramisch's resignation from the Planning Commission.

Motion by Hegland to accept Frank Ramisch's resignation from the Planning Commission effective April 2023. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

D. **STAFF & CONSULTANT REPORTS**

9. Engineer Report

Bittner shared that he and his team are continuing research on Ditch 10-22-13 in anticipation of the meeting with Rice Creek Watershed on April 26, 2023. Hegland advised that a workshop meeting pertaining to this ditch is taking place on April 17, 2023, at 10 a.m.

10. Attorney Report

Griffith updated the Council that the letter to Rice Creek Watershed District to set aside wetland credits as agreed to in the Memorandum of Understanding dated October 15, 2009, has been submitted and an appearance by the Council in front of that board will be scheduled.

11. Mayor & City Councilmembers' Report

Wagamon shared that she'd received a call from Darwin Smith, a citizen that lives near her, who wants to install an addition onto his home. The reason Smith is having an issue is because the City ordinance requires a three-foot separation from the highwater table, but since his home was built in the 80s it cannot feasibly meet this requirement. Wagamon suggested the Council request City Staff to draft an administrative variance for this type of situation. Mursko asked whether the code should require an amendment to allow for either an exception or variance. Griffith recommended creating a variance process that could be followed by an exception should City Staff find themselves regularly approving a similar variance for similarly aged or situated homes.

Motion by Wagamon for Staff to move forward with the administrative variance process. Seconded by Preiner. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Hegland says the Sunrise River Watershed Management Organization (SRWMO) 2022 Mini-Report was included in the agenda packet for Council's information. Also pertaining to SRWMO, Hegland requested authorization from the Council to offer the City of Ham Lake a compromise on the funding formula agreeing to their funding formula choice and would allow them to not name a City Councilmember to the WMO board, but requiring them to approve Joint Powers Agreement (JPA) amendments including the one striking the number requirement for unanimous ratification of the annual budget, and to contribute $1,000 to fund the additional legal work on the JPA document.

Motion by Wagamon to approve Councilmember Hegland to make a decision on behalf of Columbus at the Sunrise JPA meeting to offer Ham Lake a compromised funding formula. Seconded by Hanegraaf. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Hegland continued, sharing that the candidate the City had extended an offer to for the Code Compliance Inspector was not accepted. In efforts to better recruit the right applicant, the Personnel Committee intends to establish the policies and procedures and install software in advance of hiring this candidate. City Attorney Megan Rogers has offered to assist with drafting the policies and procedures this position would follow. A Compliance module is available through Permit Works, the planning and zoning software the City currently utilizes.

Motion by Hanegraaf to approve the Larkin-Hoffman proposal to draft Code Compliance Inspector Policy, Procedure and Process for the sum of $7,500. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Motion by Hanegraaf to approve the purchase of Permit Works Code Enforcement Module software license in the sum of $4,995 with annual support of $1,495, in addition to approving the implementation and training for $2,995 for both Code Enforcement and Planning Modules. Seconded by Preiner. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Griffith drew the Council's attention to the drafted policy prohibiting City Council, Planning Commission and other boards charged with approving contracts or applications from soliciting donations and/or sponsorships for City-sponsored events in efforts to prevent a conflict of interest. Hegland asked if advisory boards, such as the Economic Development Authority (EDA), were included under this policy. Griffith confirmed that since five of the seven EDA members are the City Council, that board is included in the policy, but other appointed officials are not included if they do not vote on contracts.

Griffith said he would request more clarification from Rogers regarding the policy differentiating between sponsorships and donations, and if all City boards were held to this policy or only those that would vote on contracts.

12. Public Works Report

No report.

13. Public Communications Coordinator Report

No report.

14. City Administrator's Report

Mursko shared an updated memo regarding the land sale general fund allocation interfund transfers. The memo recommends $25,000 go towards the firehall capital fund, $25,000 go towards the blacktop maintenance fund and $79,719 go towards the general capital fund to pay the interfund loan.

Motion by Preiner to approve land sale general fund allocations as indicated in the memo dated April 11, 2023, as presented. Seconded by Hanegraaf.

Mursko said 20 percent of the proceeds of the land sale are to be used to pay back the interfund loan between the EDA and the general fund per policy.

Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Mursko continued, sharing the proposal for the Fiscal Disparities Report. This research is being proposed at the price of $5,750.

Motion by Hegland to approve the Northland Fiscal Disparities Report proposal in the amount of $5,750. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner –aye. Motion carries.

Mursko continued, sharing an opportunity to apply for a pre-development grant from Anoka County for the NW Quad. Awarded grant funding can be as much as $15,000, which can be used to fund preliminary platting and wetland delineation, estimated to cost $11,000. The deadline to apply for the grant is May 4, 2023.

Motion by Preiner to approve the NW Quad project to Anoka County Pre-Development Grant Program for platting, wetland delineation and Phase 1 environmental work. Seconded by Hanegraaf. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

E. **ANNOUNCEMENTS & REMINDERS**
- Columbus Local Board of Appeal & Equalization Meeting 04-18-2023 at 6 p.m.
- Joint City Council & Planning Commission Meeting 04-19-2023 at 6 p.m.
- City Council Meeting 04-26-2023 at 6 p.m.
- Calendar of Meetings

F. **ADJOURNMENT**

Motion by Preiner to adjourn. Seconded by Wagamon. Roll call vote: Hanegraaf – aye; Wagamon – aye; Hegland – aye; Preiner – aye. Motion carries.

Meeting adjourned at 7:15 p.m.

Respectively submitted:

Connor Keith

Connor Keith, Public Communications Coordinator