CITY OF COLUMBUS
CITY COUNCIL MEETING
INTERACTIVE TECHNOLOGY MEETING FORMAT
STATUTES SECTION 13D.021
09-25-2024

The 09-25-2024 City Council Meeting was called to order at 6:00 p.m. by Deputy Mayor Janet Hegland. Present were City Councilmembers Ron Hanegraaf, Sue Wagamon, and Janet Hegland. Also present were City Administrator Jack Davis, City Attorney Bill Griffith, City Engineer Kevin Bittner, Finance Director Cheryl Jenkins, and Public Works Director Jim Windingstad, Lynn Carver-Quinn, Cindy Angel, Joe Richardson, Lisa Hendrickson, Brenda Miller, Derek Lind, Brenna and James Skeie, and Jennifer Lattin.

Absent from the meeting was Mayor Jesse Preiner and Councilmember Rob Busch

In attendance via interactive technology was Planning and Zoning Technician Eleanor Hahn.

The meeting was held in an interactive technology meeting format.

A. CITY COUNCIL REGULAR MEETING

1. Call to Order – Regular Meeting, 6:00 p.m.
2. Pledge of Allegiance
3. Adoption of Agenda

Motion by Councilmember Hanegraaf to approve the 09.25.2024 agenda as presented. Seconded by Councilmember Wagamon. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries.

B. CONSENT AGENDA

1. Approval of Bill Payments as attached in the September 25, 2024 Payment Summary
2. Accept Resignation of Carissa Kranz, Permit Coordinator
3. Accept Letter of End of Employment of Mary Tommitz, Accounting Assistant

Motion by Councilmember Wagamon to approve the consent agenda as presented. Seconded by Councilmember Hanegraaf. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye,. Motion carries.

C. PRESENTATION(S) and ITEMS FOR COUNCIL ACTION

1. **Public Forum**

Resident Lynn Carver-Quinn, chair of the Planning Commission, came forward to thank this year's Fall Fest sponsors. She thanked Bituminous Roadways, Camping World, KI Auto Body, Blaine Brothers, Mastell Brothers, Daves Hydro-Vac, Westmor Fluid Solutions, Viking Industrial, Waldoch

Crafts, Olson's Sewer, Blaze Credit Union, Zeigler, Running Aces, Larkin Hoffman, Bolton and Menk, Minnesota Veterinary Neurology, and Rybak for supporting their community in this way. She also thanked the City Staff and volunteers for their hard work.

2. **MTW Truck Wash Conditional Use Permit and Hornsby Highway ROW Vacation**

Planning and Zoning Technician Eleanor Hahn explained that the MTW Truck Wash CUP application has previously come before the City Council. however, both the Planning Commission and City Council had concerns regarding water usage and traffic issues. She stated that Public Works Director Jim Windingstad had previously provided a report explaining that the proposed water usage from the facility does not raise any concerns for the City system. The January 2021 Loves' Travel Stop Traffic Study provided in the Council Packet confirmed that additional traffic generated by the proposed Truck Wash will not pose a problem. She also stated that the applicant's engineer provided an explanation as to why a water reclamation system would not be feasible for this facility. She asked the Council if they have any further questions. Councilmember Wagamon asked about the Hornsby Highway ROW Vacation, and Ms. Hahn explained that there was an unused Highway Easement that was intended to be vacated in the 1970s; however, a series of surveying errors and unfiled paperwork resulted in the easement being forgotten until now. She stated that the Vacation process is necessary to formally allow development on the parcel in question. No further questions were posed by the City Council.

Motion by Councilmember Wagamon to approve the Resolution 24-15, a resolution to set the date for a public hearing highway easement vacation. Seconded by Councilmember Hanegraaf. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries.

Motion by Councilmember Wagamon to approve the Conditional Use Permit for MTW Truck Wash. Seconded by Councilmember Hanegraaf. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries

3. **ACEIT Post Election Review: Resolution 24-12**

City Administrator Jack Davis stated that the Anoka County Election Integrity Team (ACEIT) presented a proposal to a Joint Planning Commission and City Council on September 4, 2024 requesting that the Council consider approval of a resolution to support the protection of the votes of citizens by checking the accuracy of machine counts through a post-election manual review. He stated that ACEIT proposed a resolution requesting a post-election review for the upcoming general election.

Motion by Councilmember Hanegraaf to approve Resolution 24-12 as presented. Seconded by Councilmember Wagamon. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries.

4. **2025 Capital Improvement Plan**

City Administrator Jack Davis stated the purpose of the capital improvement plan is to identify improvement projects to forecast funding sources based on available funds and estimated timelines for those improvements. The City of Columbus Capital Improvement Plan addresses the following: parks capital and dedication fund projects, public works equipment replacement, fire hall capital projects and equipment replacements, road maintenance and street projects, and general fund capital projects. He stated that in addition to the 2025 Capital Improvement Plan, the Council has been given three additional sheets that memorialize the conditions set forth in the in the approval of items discussed. Wagamon and Hegland expressed their appreciation for all of the hard work staff did for the budget.

Motion by Deputy Mayor Hegland to approve the 2025 Capital Improvement Plan as presented. Seconded by Councilmember Wagamon. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries

5. **2025 Preliminary Budget: Resolutions 24-13 and 24-14**

City Administrator Jack Davis recommended approval of the 2025 Preliminary Budget. He stated that the General Levy for 2025 is $4,231,505, while in 2024 it was $4,232,386, representing a $881 decrease (0.02%) over the last year. He stated that the Preliminary Budget must be approved and submitted to the Anoka County Property and Taxation Department by September 30, 2024 and that the approval of the final budget is scheduled for December 11, 2024. He also stated that there was a misprint on page 48 of the packet, and that the council was given a handout replacing page 48, which certifies the EDA levy.

Motion by Deputy Mayor Hegland to approve the 2025 Preliminary Budget and Resolution 24-13, a resolution approving the 2024 tax levy for property taxes collectible in 2025. Seconded by Councilmember Hanegraaf. Roll call vote: Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries

Motion by Deputy Mayor Hegland to approve Resolution 24-14, a resolution setting the date for the final budget and tax levy hearing. Seconded by Councilmember Wagamon. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries

6. **Set Agenda for October 1, 2024 City Council Work Meeting**

City Administrator Jack Davis recommended that the Agenda for the October 1, 2024 City Council Work Meeting include the following: a presentation from DocuWare, a document management company that will offer a proposal of their services; the Chapter 14 Public Health, Well, Sewers and Utilities ordinance revision; and a presentation from SafeBuilt regarding online permits.

Motion by Deputy Mayor Hegland to approve the October 1, 2024 Work Meeting Agenda as recommended by City Staff with the addition of a online permit presentation by SafeBuilt.

Seconded by Councilmember Wagamon. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland. Motion carries.

D. CONSULTANT, LIAISON & STAFF REPORTS

1. City Engineer – SRF Consulting Invoice

City Engineer Kevin Bittner stated that they have been working with Anoka County in closing out the grant dollars for the West Freeway Drive project. He stated the City received $2.3 million dollars in grant money. He stated that SRF Consulting were the design engineers on this project and that they are still working on the final engineering work to close out the permits with Rice Creek Watershed District. He stated that the total project cost will likely be in the $2.6 million range, and anything above the grant money is the City's cost. He stated that the City has already paid $257,000 in January of 2023 for the project; however, additional invoices have been submitted to the County since then. Bittner stated that the County has always requested approval from the City to pay the invoices associated with SRF's work. He stated that the County will then go through their accounting process, and there will be a later bill from them for the last of the City's cost share. Davis stated that the invoices will be formally presented at the next meeting, and that they wanted to present the process now for full transparency and to answer any questions the Council may have.

Kevin Bittner also informed the council that this will be his last year as the City Engineer, and that he will be retiring at the end of December. He stated that his replacement from Bolton and Menk will be Brian Bachmeier. Bittner stated that Bachmeier will attend all the remaining City Council meetings this year to get him up to speed. Bittner stated that he will stay on an as-needed basis into 2025 to assist in the transition.

2. City Attorney

Nothing at this time.

3. Park Board Report – Ron Hanegraaf

Hanegraaf stated that he attended the Park Board meeting on September 17, 2024 where they discussed lighting changes in the northern and tennis court parking lots. The estimated cost for the new lighting is $2,323 and will be completed soon. The repair of the existing tennis court will be discussed further at the next meeting. He stated that they also discussed the removal of dead ash trees, which was put out for bid, and holiday lights. The joint meeting with the City Council was well received and will be scheduled at least on an annual basis.

4. Mayor & City Council Report

Councilmember Wagamon stated that Jeff Duraine is a new board member on the Forest Lake Cable Commission and that they will be finalizing their budget soon.

Deputy Mayor Hegland stated that she attended the recent Sunrise River Watershed Management Organization meeting, where funding for a biofiltration project on Coon Lake was approved. She stated that a local Columbus contractor, Dunaway Construction, received the bid for the project.

5. **Personnel Committee Report – Janet Hegland & Sue Wagamon**

Deputy Mayor Hegland stated that the Assistant City Administrator Position has been posted, and there have been 51 inquiries, and 30 complete applications submitted. She stated that the personnel committee will be scoring the applications and determining interviews next week. She reported that the personnel committee is working on posting the two remaining open positions as well.

6. **Public Works Report – 2024 Class V Contract Extension Discussion**

Public Works Director Jim Windingstad explained thatthe City's supplier of Class V gravel has offered to deliver next year's order at this year's price, but not charge the City until next year. . He stated that the current bid is $19.00 a ton, while other bids were around $23.00 a ton, and the City would receive the materials this year and not be charged from the company until 2025. Davis then stated that it would have to be done in the next few weeks. City Attorney Bill Griffith stated that if the City wanted to do this, they would have to at least attempt to get a second quote. Windingstad states that this would give them the ability to complete a few more roads before winter, which would help with the roadwork time crunch in the spring.

Motion by Councilmember Wagamon to approve Public Works secure additional bids to do more gravelling this fall, with the payment for said gravel to be in 2025. Seconded by Hanegraaf. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries

Public Works Director Jim Windingstad stated that he was contacted by Columbus Elementary PTO regarding their Truck-or-Treat event, and asks the Council if Public Works could bring a piece of equipment to the event. He stated that in the past, he purchased all the candy; however, anyone is welcome to donate candy to the event. The Council agrees through consensus to allow the Public Works department to attend the Columbus Elementary event.

7. **City Administrator Report**

City Administrator Jack Davis thanked City Staff and the volunteers for their hard work at the Fall Fest Event.

E. ANNOUNCEMENTS AND REMINDERS

Deputy Mayor Hegland reminded the Council and public of the following upcoming meetings and dates:

- Fire Board, September 26, 2024 at 5:30 PM; Forest Lake FD
- City Council Workshop Meeting, October 1, 2024 at 5:30 PM
- Planning Commission and Joint City Council Meeting, October 2, 2024 at 6:00 PM
- City Council Meeting, October 9, 2024 at 6:00 PM
- Absentee Voting for the November General Election is open at City Hall from 8-4 PM Monday – Friday
- Local Government Officials Meeting, October 30, 2023; Coon Rapids Fire Department #3

F. ADJOURNMENT

Motion by Councilmember Wagamon to adjourn. Seconded by Councilmember Hanegraaf. Roll call vote: Hanegraaf – Aye, Wagamon – Aye, Hegland – Aye. Motion carries. Meeting adjourned at 6:59 p.m.

Eleanor Hahn

Respectfully Submitted: Recording Secretary Eleanor Hahn.