

***REGULAR ANDOVER CITY COUNCIL MEETING - MARCH 1, 2022
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Sheri Bukkila, March 1, 2022, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Councilmembers present: Jamie Barthel, Ted Butler, Valerie Holthus and Randy Nelson

Councilmembers absent: None

Also present: City Administrator, Jim Dickinson
Public Works Director/City Engineer, Dave Berkowitz
City Planner, Peter Hellegers
City Attorney, Scott Baumgartner
Others

PLEDGE OF ALLEGIANCE

RESIDENT FORUM

No one appeared before the Council.

AGENDA APPROVAL

Motion by Butler, Seconded by Barthel, to approve the Agenda as presented. Motion carries unanimously.

APPROVAL OF MINUTES

February 15, 2022 Regular Meeting Minutes

Motion by Barthel, Seconded by Nelson, to approve the February 15, 2022 Regular Meeting minutes as presented. Motion carries unanimously.

CONSENT ITEMS

- Item 2 Approve Payment of Claims
- Item 3 Approve Appointment — Full-time Building Supervisor
- Item 4 Approve Appointment — Receptionist/Building Permit Technician
- Item 5 Order Feasibility Report/23-2/2023 Street Reconstruction (See Resolution R020-22)
- Item 6 Approve Fields of Winslow Cove Final Plat (See Resolution R021-22)

Motion by Butler, Seconded by Nelson, to approve the Consent Agenda as read. Motion carries unanimously.

HOLD PUBLIC HEARING: VACATION OF DRAINAGE AND UTILITY EASEMENT – 15370 ELDORADO STREET NW – THOMAS SCHNACK (APPLICANT)

The City Council is requested to hold a public hearing and consider the vacation of a drainage and utility easement at 15370 Eldorado Street NW. City Planner Hellegers stated the large amount of easement is not needed and the applicant would like to build a garage in the space. Engineering has reviewed and is in agreement with the vacation.

Motion by Holthus, Seconded by Butler, to open the public hearing at 7:03 p.m. Motion carries unanimously.

No one appeared before the Council.

Motion by Holthus, Seconded by Barthel, to close the public hearing at 7:03 p.m. Motion carries unanimously.

Motion by Barthel, Seconded by Holthus, to adopt Resolution No. R022-22, granting the vacation of a drainage and utility easement at 15370 Eldorado Street NW, PIN 19-32-24-14-0016. Motion carries unanimously.

HOLD PUBLIC HEARING: VACATION OF DRAINAGE AND UTILITY EASEMENT – 4452 167TH AVE. NW – LOT 13 BLOCK 2 MEADOWS AT PETERSEN FARMS – JD ANDOVER HOLDINGS, LLC (APPLICANT)

The City Council is requested to hold a public hearing and consider the vacation of a drainage and utility easement at 4452 167th Avenue NW. City Planner Hellegers stated the flood plain mitigation requires a partial vacation of the easement. Engineering has reviewed and is in agreement with the vacation.

Motion by Barthel, Seconded by Butler, to open the public hearing at 7:06 p.m. Motion carries unanimously.

No one appeared before the Council.

Motion by Barthel, Seconded by Nelson, to close the public hearing at 7:06 p.m. Motion carries unanimously.

Motion by Barthel, Seconded by Nelson, to adopt Resolution No. R023-22, granting the vacation of a drainage and utility easement at 4452 167th Avenue NW PIN 07-32-24-31-0007. Motion carries unanimously.

CONSIDER LOT SPLIT REQUEST – PIN 17-32-24-13-0007; 3415 163RD LANE NW – RACHEL HUMNICK AND JAIME HUMNICK (APPLICANT)

The City Council is requested to consider a lot split at 3415 163rd Lane NW. City Planner Hellegers stated the applicants intend to split the property and develop two single-family homes on parcel B. He identified the access points to the property.

Mayor Bukkila asked if the split prevents the property from being used as a normal 2.5-acre lot. Mr. Hellegers stated the lots will be roughly similar and the southern parcel will be split into two lots. City Administrator Dickinson stated there is a 90% provision that allows for the lots to be meet the criteria of a 2.5-acre lot.

Motion by Holthus, Seconded by Butler, to adopt Resolution No. R024-22, approving a lot split for the property located at 3415 163rd Lane NW, PIN 17-32-24-13-0007. Motion carries unanimously.

CONSIDER PRELIMINARY PLAT REQUEST – PIN 17-32-24-13-0007; 3415 163RD LANE NW (PARCEL B) – RACHEL HUMNICK AND JAIME HUMNICK (APPLICANT)

The City Council is requested to consider a preliminary plat request at 3415 163rd Lane NW. City Planner Hellegers stated the applicant is proposing two single-family lots. He stated the lots will be 2.27 acres each, meeting the standards under the 90% rule. Mr. Hellegers stated the lots are on well and septic. He noted the temporary cul-de-sac will be removed and a full cul-de-sac will be constructed. Mr. Hellegers stated the Planning and Zoning Commission recommended approval.

Councilmember Barthel asked who owns the lot to the south and how it might be affected by the development. Mr. Hellegers stated the lot to the south is owned by an adjacent lot and is an existing land-locked piece. He explained the plat does not change the existing property. Mr. Hellegers stated the applicant did contact the property owner and they were not interested in participating in the plat. He stated if the property were to be developed in the future, there are options to access it.

Motion by Holthus, Seconded by Butler, to adopt Resolution No. R025-22, approving the preliminary plat of “Humnicks Grove” for the property located at 3415 163rd Lane NW, PIN 17-32-24-13-0007. Motion carries unanimously.

CONSIDER CONDITIONAL USE PERMIT AMENDMENT REQUEST – PIN 16-32-24-23-0007; 3017 161ST AVENUE NW – PYRAMID NETWORK SERVICES (APPLICANT)

The City Council is requested to consider a Conditional Use Permit (CUP) amendment request to add antennas to an existing telecommunications tower at 3017 161st Avenue NW. City Planner Hellegers explained the applicant is proposing to install three antennas at the 132-foot mark for Dish Wireless Services. Mr. Hellegers explained our City Code encourages co-location on towers. Mr. Hellegers stated the Planning and Zoning Commission recommended approval.

Councilmember Nelson asked if it was an antenna or a dish that is being installed. Mr. Hellegers stated it is antennas for the company called Dish Wireless. Councilmember Nelson asked if they were using 5G. Mr. Hellegers stated it is a 5G network.

Motion by Holthus, Seconded by Barthel, to adopt Resolution No. R026-22, approving the Conditional Use Permit amendment request to the existing telecommunication tower on the property at 3017 161st Avenue NW. Motion carries unanimously.

DISCUSS/CONSIDER APPROVAL – UPDATED PRECINCT BOUNDARIES AND POLLING LOCATIONS

The City Council is requested to discuss and consider approving precinct boundaries and polling locations as a result of the State Redistricting Plan. City Administrator Dickinson stated the City now has three legislative districts: 31A, 31B, and 35B. He explained the goal when mapping the precincts is to only have them served by one legislative district. Mr. Dickinson noted the changes will impact six existing precincts. He displayed a map showing the current precincts, the proposed precincts, and the legislative districts. Mr. Dickinson stated the largest precincts have the most capacity at the polling location and the precincts with the most growth potential go

to the Community Center polling location.

Councilmember Holthus asked if staff has tried to find a polling location that isn't a school. Mr. Dickinson stated the City will probably never be able to stay out of the schools because the City does not have buildings large enough to accommodate elections.

Councilmember Butler stated he is happy with the outcome of the precincts and staff proposal. He noted he is in support of using schools because it may be the only time some residents see the schools.

Mr. Dickinson stated once the precincts and polling locations are approved, the City will submit it to the County and the County will work on their Commissioner boundaries. The County will also send out postcards notifying residents of their polling locations.

Motion by Barthel, Seconded by Butler, to adopt Resolution No. R027-22, establishing precincts and polling locations. Motion carries unanimously.

ADMINISTRATOR'S REPORT

City Staff updated the Council on the administration and city department activities, legislative updates, updates on development/CIP projects, and meeting reminders/community events.

(Administration) Mr. Dickinson informed the Council of meetings he is attending. The City is at 11 new home permits year to date. He continues to work with the MPCA and finalizing the feasibility analysis. The Fire Department has been busy and has provided mutual aid to other cities.

(Public Works) Mr. Berkowitz stated rinks are now closed. Water Tower 2 will start being repainted on April 1st. The AMI meter replacement is continuing now that the equipment has been received. The 2022 Mill and Overlay Project is out for bid and the bid opening is March 16th. They are working on three parking lot projects: Pine Hills North and South parking lots and the expansion and reconstruction of the City Hall parking lot, noting that access to Crosstown Boulevard will be eliminated as part of that project. In addition, the City is working with Anoka County Parks with paving the dog park lot.

(Community Development) Mr. Hellegers announced the North Suburban Home Show on March 12th at the Community Center. Andover Crossings is submitting their final plat.

MAYOR/COUNCIL INPUT

(Andover Girls High School Hockey) Councilmember Holthus congratulated the Andover Girls Hockey team for winning two out the last three State Tournaments. She wished luck to the Andover Boys High School Hockey team. She said it was nice to hear the positive comments about the Community Center. Councilmember Nelson stated the Andover Girls High School team was 30-0.

ADJOURNMENT

Motion by Holthus, Seconded by Barthel, to adjourn. Motion carries unanimously. The meeting adjourned at 7:41 p.m.

Respectfully submitted,

Shari Kunza, Recording Secretary
TimeSaver OffSite Secretarial, Inc.

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