

***REGULAR ANDOVER CITY COUNCIL MEETING – SEPTEMBER 6, 2022  
MINUTES***

The Regular Bi-Monthly Meeting of the Andover City Council was called to order by Mayor Bukkila, September 6, 2022, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

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

Councilmember absent: None

Also present: City Administrator, Jim Dickinson  
Director of Public Works/City Engineer, David Berkowitz  
City Attorney, Scott Baumgartner  
Others

***PLEDGE OF ALLEGIANCE***

***PROCLAMATION – CONSTITUTION WEEK***

Mayor Bukkila read in full a Proclamation declaring September 17 to September 23, 2022 as Constitution Week in the City of Andover.

***PROCLAMATION - DOMESTIC VIOLENCE AWARENESS MONTH***

Mayor Bukkila read in full a Proclamation declaring the month of October 2022 as Domestic Violence Awareness Month.

***RESIDENT FORUM***

No one came forward to address the Council.

***AGENDA APPROVAL***

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

***APPROVAL OF MINUTES***

*August 4, 2022, Regular Meeting*

***Motion*** by Barthel, Seconded by Nelson, to approve the August 4, 2022, Regular meeting minutes as presented. Motion carries 4 ayes, 1 present (Bukkila).

*August 16, 2022, Regular Meeting & August 23, 2022, Workshop Meeting*

**Motion** by Barthel, Seconded by Nelson, to approve the August 16, 2022, Regular meeting minutes and the August 23, 2022, Workshop meeting minutes as presented. Motion carries unanimously.

**CONSENT ITEMS**

- Item 2 Approve Payment of Claims
- Item 3 Order Improvement/Lift Station No. 1 Piping Improvements and Valve Vault Addition/22-43 (See Resolution R061-22)
- Item 4 Approve Change Order #1/21-21/Coon Creek Trunk Lift Station #11 (See Resolution R062-22)
- Item 5 Accept Contribution/MN Premier Volleyball (See Resolution R063-22)
- Item 6 Approve Abatement at 2621 Bunker Lake Blvd.
- Item 7 Approve Contract for School Liaison/Anoka-Hennepin School District #11
- Item 8 Approve Funds Transfer & Budget Amendments/Trail & Transportation Capital Projects Fund (CPF)
- Item 9 Approve Request to Waive Tournament Fee for The MN Softball Military Appreciation Tournament

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

**HOLD PUBLIC HEARING/ORDER PLANS & SPECS/23-2/2023 STREET RECONSTRUCTION**

The City Council is requested to hold a public hearing and order plans and specifications for Project 23-2, 2023 Street Reconstruction. Director of Public Works/City Engineer Berkowitz presented details on the proposed road improvement project and related utility improvements. He also reviewed the estimated cost, proposed financing, and method of assessment. Mr. Berkowitz reviewed the proposed project schedule and additional information related to assessments. He asked the Council hold a public hearing.

**Motion** by Butler, Seconded by Barthel, to open the public hearing at 7:17 p.m. Motion carries unanimously.

Eugene Benson, 1292 148<sup>th</sup> Lane NW, stated he appreciated the informational meetings held by staff which answered a lot of his questions. He looks forward to continuing to work with staff as the project evolves to find out more information.

Mayor Bukkila appreciated the input of Mr. Benson.

Mr. Benson stated he would appreciate if the City could be proactive with utility providers, noting that this would be the time for an internet provider to upgrade to fiber. He stated perhaps

this would be the time to check streetlights as well and perhaps upgrade to LED.

Mr. Berkowitz confirmed staff does reach out to the utility providers. He noted the City shares its five-year Capital Improvement Plan with providers which allows the companies to plan ahead for improvements and repairs. He stated they do work with Connexus on the street lighting. He noted if more streetlights are desired in a neighborhood, that request could be made through petition.

Mr. Benson asked if the City has a policy related to streetlights and spacing near intersections. He noted an intersection where the light is a distance away and many people run that stop sign.

**Motion** by Nelson, Seconded by Butler, to close the public hearing at 7:22 p.m. Motion carries unanimously.

**Motion** by Holthus, Seconded by Nelson, to adopt Resolution No. R064-22 ordering the improvement of Project No. 23-2, 2023 Street Reconstruction and directing preparation of final plans and specifications. Motion carries unanimously.

### ***DISCUSS/APPROVE 2023 PRELIMINARY PROPERTY TAX LEVY***

Each year the City Council is required by State law to prepare a preliminary budget and submit a preliminary levy certification to Anoka County Property Records and Taxation Division by September 30<sup>th</sup>. City Administrator Dickinson explained numerous workshops were held with the Council beginning in the spring to develop the preliminary tax levy as proposed tonight. He stated the proposed levy would actually decrease the City's tax rate by 14.4 percent because of the increase in market value for properties. He highlighted some of the budget priorities and considerations. He noted this preliminary levy, once certified, could be reduced prior to final adoption in December but could not be increased. Mr. Dickinson reviewed the budget guidelines the Council and staff use to develop the City budget. He provided additional details on the general fund including sources of revenue and expenditures.

Councilmember Holthus asked the median home value in Andover.

Mr. Dickinson replied the median home value is approximately \$403,000. He provided additional details on the increases to market value for homes.

Commissioner Holthus asked if staff knew the number of properties available for sale right now.

Councilmember Nelson commented about 8,000 properties are for sale statewide, which is not that high.

Mr. Dickinson was not aware of the number of homes for sale currently. He noted there are not many home building permits being pulled at this time which places a higher demand on the existing homes.

Councilmember Holthus asked about the lot inventory.

Mr. Dickinson replied less than one year, estimating about 70.

Mayor Bukkila stated a lot of good work went into this process and presentation. She commented throughout the budget process the Council and staff attempted to keep inflation and the other factors impacting homeowners in mind. She thanked staff for their efforts.

**Motion** by Holthus, Seconded by Nelson, to adopt Resolution No. R065-22 adopting the City of Andover 2023 proposed property tax levy to be certified to Anoka County Property Records and Taxation. Motion carries unanimously.

### ***DISCUSS/ADOPT 2023 DEBT SERVICE LEVY CHANGES***

Anoka County Property Records and Taxation Division requires a City Council resolution changing bonded indebtedness levies for 2023 that would have been certified to Anoka County as part of prior years' bond sales. City Administrator Dickinson provided a brief overview.

**Motion** by Barthel, Seconded by Butler, to adopt Resolution No. R066-22 updating certified bonded indebtedness for 2023. Motion carries unanimously.

### ***SET HEARING DATE(S) FOR 2023 BUDGET & LEVY DISCUSSION & PUBLIC COMMENT***

The Truth in Taxation law, M.S. 275.065, requires cities to schedule a meeting at which the budget and levy will be discussed, and public input will be allowed prior to the final budget and levy determination. This year, that meeting must be scheduled between November 25<sup>th</sup> and December 30<sup>th</sup> and be held after 6:00 p.m. City Administrator Dickinson recommended the Council schedule this meeting on December 6, 2022 with a continuation date of December 20, 2022.

Motion by Butler, Seconded by Barthel, to schedule the Truth in Taxation hearing December 6, 2022 and a continuation date of December 20, 2022, if needed, starting at 7:00 p.m. 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.

**(Administrative Staff Report)** Mr. Dickinson reported much of his time has been spent on the budget and in preparation for the election. He stated 70 new home permits were pulled year to date and provided a brief update on development projects. He also reviewed the recent meetings that he has attended and provided a brief update.

**(Public Works/Engineering Department Report)** Mr. Berkowitz provided a brief overview of public works projects and other projects of interest.

**(Water Supply Issues)** Mr. Dickinson provided an update on the east side City water supply issue that occurred on August 28<sup>th</sup>. He described additional details on the event and noted that within 24 hours, the water boil advisory was cleared. He commented that residents were understanding, noting staff handled hundreds of calls from residents.

Councilmember Nelson asked if there could be a backup communication method.

Mr. Dickinson confirmed more redundancy is something they are looking into.

Mayor Bukkila stated she will be meeting with staff to review this incident and the response plan. She commended the efforts of staff in handling this incident, recognizing that it was a long and enduring day for staff. She stated the police and fire dispatch is used for afterhours calls, noting that residents were surprised to hear that department answer the call.

Councilmember Butler thanked and commended staff on the admirable job they did in reacting quickly and communicating to the community as quickly as they did. He noted the Council will continue to have discussions about this topic to potentially handle a future situation even better.

### ***MAYOR/COUNCIL INPUT***

Councilmember Nelson thanked Premier Volleyball for the donation to the Community Center. He advised of a five-year review that is being done of the WDE site in Andover, this will be the sixth five-year review of that site.

### ***ADJOURNMENT***

Motion by Nelson, Seconded by Holthus, to adjourn. Motion carries unanimously. The meeting adjourned at 8:11 p.m.

Respectfully submitted,

Amanda Staple, Recording Secretary

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