



**SPECIAL CITY COUNCIL MEETING**  
**City Hall—Council Chambers, 590 40th Ave NE**  
**Wednesday, April 14, 2021**  
**5:30 PM**

**Mayor**  
*Amada Márquez Simula*  
**Councilmembers**  
*John Murzyn, Jr.*  
*Connie Buesgens*  
*Nick Novitsky*  
*Kt Jacobs*  
**City Manager**  
*Kelli Bourgeois*

---

**AGENDA**

***NOTICE THAT THIS MEETING MAY BE CONDUCTED BY A COMBINATION OF IN-PERSON AND ELECTRONIC MEANS***

*Following a determination by City Manager Kelli Bourgeois, and emergencies declared by the United States, The State of Minnesota, and the Columbia Heights Mayor & City Council, this meeting may, pursuant to Minn. Stat. § 13D.021, occur by a combination of in-person and electronic means. In all meeting formats, members of the public who wish to attend may do so by attending in-person, by calling 1-312-626-6799 and entering **meeting ID 429 831 7754**, or by Zoom at <https://us02web.zoom.us/j/4298317754> at the scheduled meeting time. For questions regarding this notice, please contact the City Clerk at (763) 706-3611.*

**CALL TO ORDER/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**MISSION STATEMENT**

*Our mission is to provide the highest quality public services. Services will be provided in a fair, respectful and professional manner that effectively addresses changing citizen and community needs in a fiscally-responsible and customer-friendly manner.*

**APPROVAL OF AGENDA**

*(The Council, upon majority vote of its members, may make additions and deletions to the agenda. These may be items submitted after the agenda preparation deadline.)*

**CONSENT AGENDA**

*(These items are considered to be routine by the City Council and will be enacted as part of the Consent Agenda by one motion. Items removed from consent agenda approval will be taken up as the next order of business.)*

MOTION: Move to approve the Consent Agenda as presented.

**PUBLIC HEARINGS**

**ITEMS FOR CONSIDERATION**

**1. Approve March 22, 2021 City Council Meeting Minutes**

MOTION: Move to approve the City Council Meeting minutes of March 22, 2021

**2. Approve April 5, 2021 Special Executive Session Minutes**

MOTION: Move to approve the minutes of the Special Executive Session of April 5, 2021

- 3. Accept October 20, 2020 Park & Recreation Commission Minutes**  
MOTION: Move to accept the Park & Recreation Commission minutes of October 20, 2020.
- 4. Accept February 2, 2021 Planning Commission Minutes**  
MOTION: Move to accept February 2, 2021 Planning Commission Minutes
- 5. Accept February 3, 2021 Library Board Minutes**  
MOTION: Move to accept the Library Board Minutes of February 3, 2021.
- 6. Accept March 3, 2021 Library Board Minutes**  
MOTION: Move to accept the Library Board Minutes of March 3, 2021.
- 7. Approve Proposal for a Classification and Compensation Study**  
MOTION: Move to enter into a contract for services with Keystone Compensation Group LLC in the amount of \$19,500 for completion of a Classification and Compensation Study as proposed, and authorizing the Mayor and City Manager to execute said agreement.
- 8. Public Works Seasonal and Intern Wage Scale**  
MOTION: Move to wave the reading of Resolution No. 2021-40 there being ample copies available to the public.  
MOTION: Move to adopt Resolution No. 2021-40, approving 2021 pay scale for Seasonal Public Works positions.
- 9. Approve Gambling Permit, Immaculate Conception Church**  
MOTION: Move to direct the City Manager to forward a letter to the State Charitable Gambling Control Board indicating that the City of Columbia Heights has no objection to a gambling permit for Immaculate Conception Church to conduct bingo, pull-tabs, a raffle from August 5-8, 2021 (raffle drawing to be held on August 8, 2021) at 4030 Jackson Street NE, Columbia Heights; and furthermore, that the City of Columbia Heights hereby waives the remainder of the thirty-day notice to the local governing body.
- 10. Establish a Public Hearing Date to Consider Alley Lighting**  
MOTION: Move to establish May 10, 2021 at 7:00 p.m. as a Public Hearing for consideration of assessing for the alley lighting behind 4226 and 4228 Madison Street.
- 11. Final Payment for 2019 Sanitary Sewer Lining Project, Project No. 1904**  
MOTION: Move to accept the work for the 2019 Sanitary Sewer Lining project, City Project No. 1904, and authorize final payment of \$10,132.37 to Hydro-Klean, LLC of Des Moines, IA.
- 12. Rental Occupancy Licenses for Approval**  
MOTION: Move to approve the items listed for rental housing license applications for April 14, 2021, in that they have met the requirements of the Property Maintenance Code.

**13. License Agenda**

MOTION: Move to approve the items as listed on the business license agenda for April 14, 2021 as presented.

**14. Review of Bills**

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list of claims paid by check and by electronic funds transfer in the amount of \$992,743.17.

**Ordinances and Resolutions**

**15. Resolution 2021-39 Award Purchase of ERP System and Amend 2021 Budget**

MOTION: Move to waive the reading of Resolution 2021-39, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2021-39, being a resolution amending the 2021 budget to appropriate \$300,000 of fund balance in governmental equipment fund 431 for the purchase and implementation of an ERP software system and related expenditures, and to authorize the city manager to enter into the related agreement with BS&A software company.

**CITY COUNCIL AND ADMINISTRATIVE REPORTS**

**Report of the City Council**

**Report of the City Manager**

**Report of the City Attorney**

**ADJOURNMENT**

*Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.*