



**CITY COUNCIL MEETING**  
**City Hall—Council Chambers, 590 40th Ave NE**  
**Monday, January 10, 2022**  
**7:00 PM**

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

---

**AGENDA**

**ATTENDANCE INFORMATION FOR THE PUBLIC**

*Members of the public who wish to attend may do so in-person, by calling **1-312-626-6799** and entering meeting ID **828 4755 9265** or by Zoom at <https://us02web.zoom.us/j/8284755926>. For questions please call the Administration Department at 763-706-3610.*

**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.)*

**PROCLAMATIONS, PRESENTATIONS, RECOGNITION, ANNOUNCEMENTS, GUESTS**

**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.

**1. Approve December 13, 2021 City Council Meeting Minutes.**

MOTION: Move to approve the City Council Meeting minutes of December 13, 2021.

**2. Approve December 27, 2021 City Council Special Session Meeting Minutes.**

MOTION: Move to approve the City Council Special Session Meeting minutes of December 27, 2021.

**3. Approve January 3, 2022 City Council Work Session Meeting Minutes.**

MOTION: Move to approve the City Council Work Session Meeting minutes of January 3, 2022.

**4. Accept December 1, 2021 Library Board Minutes.**

MOTION: Move to accept the Library Board Minutes of December 1, 2021.

**5. Adopt Resolution 2022-01, Designating Official Depositories for the City of Columbia Heights.**

MOTION: Move to waive the reading of Resolution 2022-01, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-01, being a resolution designating official depositories for the City of Columbia Heights.

**6. Adopt Resolution 2022-02, Accept Certain Donations Received by the City of Columbia Heights.**

MOTION: Move to waive the reading of Resolution 2022-02, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-02, being a resolution accept certain donations received by the City of Columbia Heights.

**7. Adopt Resolution 2022-03, Designating City Council Liaison and Council President Appointments for 2022.**

MOTION: Motion to waive the reading of Resolution 2022-03, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2021-03, Appointing Liaisons to City Boards & Commissions and External Boards.

**8. Appointment of Council President for 2022.**

MOTION: Move to appoint Councilmember Novitsky as Council President for 2022.

**9. Appointments to Fire Relief Association Board of Trustees 2022.**

MOTION: Move to appoint Councilmember Murzyn Jr. and City Manager Kelli Bourgeois to the Columbia Heights Volunteer Firefighters Relief Association Board of Trustees for 2022.

**10. Designation of Legal Newspaper for 2022.**

MOTION: Move to designate Life as the City of Columbia Heights official legal newspaper for 2022.

**11. Authorization to Purchase and Outfit Police Vehicles.**

MOTION: Move to authorize the purchase of two 2022 Ford Police Interceptor Utility vehicles from a dealership authorized under the State of MN Cooperative Purchasing Venture (CPV), and one Ford F-150 4WD crew cab truck, also purchased from a dealership authorized under the CPV. Funding to come from 431.42100.5150, in the amount of \$113,280 and that the Mayor and City Manager are authorized to enter into contracts for same.

MOTION: Move to authorize the Police Chief to expend up to \$72,636 to set up and outfit these police vehicles as outlined above.

**12. Purchase of a Zodiac Boat and Misc. Equipment for the Fire Department.**

MOTION: Move to authorize staff to purchase a new boat, trailer, and accessories from Great American Marine, being the only Zodiac boat dealer in the area, in an amount of \$22,045.

**13. Public Works Blanket Orders for 2022 Purchases.**

MOTION: Move for approval to authorize staff to process blanket purchase orders in an amount not to exceed the 2022 budget amounts for:

De-icing salt for salt/sanding operations purchased off the State of Minnesota Purchasing Contract.

Fuel (unleaded and diesel) for City vehicles from the State of Minnesota Purchasing Contract and the Anoka County Cooperative Agreement.

Bituminous asphalt for patching/paving city streets and alleys from Commercial Asphalt, or City of St. Paul, or T.A. Schifsky & Son's.

Curb stop and service repairs for delinquent accounts and foreclosed properties.

**14. Request for Two-Way Stop Signs on 4th Street at 46th Avenue and 47th Avenue.**

MOTION: Move to deny the installation of two-way stop signs on 4th Street at 46th Avenue and 47th Avenue based on the recommendation of the Traffic Commission.

**15. Capital Equipment Replacement: Public Works UTV.**

MOTION: Move to authorize the purchase of one (1) new 2022 Kubota RTV-X1100CWL-H through the State of Minnesota Purchasing Contract from Lano Equipment of Shakopee, MN for \$28,472 from the Parks Capital Equipment Replacement fund 431-5200-45180.

**16. Capital Equipment Replacement: Public Works Kromer Ballfield Groomer and Liner.**

MOTION: Move to authorize the purchase of one (1) new 2022 Kromer FC1 Pro classified as a sole source vender from Kromer Company located in 2415 West Industrial BLVD, Long Lake MN for \$28,440 with a trade in valued at \$4,500 for a remaining balance of \$23,940 from the Parks Capital Equipment Replacement fund 431-5200-45180.

**17. Capital Equipment Replacement of Unit #0405: Utility Supervisor Vehicle.**

MOTION: Move to authorize the purchase of one Ford Mustang Mach-E SUV from Ford of Hibbing Commercial Sales, under the State of Minnesota bid, in the amount of \$56,079 minus trade of \$3,000 for a final purchase price of \$53,079, with funding from the Engineering Capital Equipment Replacement Fund 431-3100-45150.

**18. Accept Proposals and Award Contract for Professional Consulting Services for the JPM Facility Condition Analysis, Project No. 2211.**

MOTION: Move to award the professional services contract for conducting a facility condition analysis for Murzyn Hall, Project 2211, to the firm of Wold Architects based upon their proposal dated January 5, 2022 for a not to exceed fee of \$16,000, plus reimbursables, with funding appropriated from Fund 411-52111-3050.

**19. Public Works Blanket Orders for 2022 Purchases.**

MOTION: Move to award the 2022-2023 Removal of Trees, Trees and Stumps or Stumps Only on Public and Private Property contract to Nick's Tree Service Inc. of Corcoran, MN,

based upon their low, qualified, responsible total quote for tree and stump removal, tree removal only, or stump removal only; and furthermore, to authorize the Mayor and City Manager to enter into a contract for the same.

**20. Authorization to Seek Bids for 2022 Sanitary Sewer Lining Projects.**

MOTION: Move to authorize staff to seek bids for the 2022 Sanitary Sewer Lining program.

**21. Authorization to Seek Bids for 2022 Structural Water Lining Project.**

MOTION: Move to authorize staff to seek bids for the 2022 Structural Water Lining program.

**22. Rental Occupancy Licenses for Approval.**

MOTION: Move to approve the items listed for rental housing license applications for January 10, 2022, in that they have met the requirements of the Property Maintenance Code.

**23. License Agenda.**

MOTION: Move to approve the items as listed on the business license agenda for January 10, 2022 as presented.

**24. Review of Bills.**

MOTION: Move that in accordance with Minnesota Statute 412.271, subd. 8 the City Council has reviewed the enclosed list to claims paid by check and by electronic funds transfer in the amount of \$2,393,817.16.

**PUBLIC HEARINGS**

**25. Consideration of Resolution 2022-04, Revocation of the License to Operate Rental Units Within the City of Columbia Heights Against the Rental Property at 3912 Tyler Street NE for Failure to Meet the Requirements of the Residential Maintenance Codes.**

MOTION: Move to close the public hearing and waive the reading of Resolution 2022-04, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-04, being a Resolution of the City Council of the City of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed.

**26. Consideration of Resolution 2022-05, Revocation of the License to Operate Rental Units Within the City of Columbia Heights Against the Rental Property at 4044 Jefferson Street NE for Failure to Meet the Requirements of the Residential Maintenance Codes.**

MOTION: Move to close the public hearing and waive the reading of Resolution 2022-05, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-05, being a Resolution of the City Council of the city of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed.

**27. Consideration of Resolution 2022-06, Revocation of the License to Operate Rental Units Within the City of Columbia Heights Against the Rental Property at 2119 Forest Drive NE for Failure to Meet the Requirements of the Residential Maintenance Codes.**

MOTION: Move to close the public hearing and waive the reading of Resolution 2022-06, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-06, being a Resolution of the City Council of the city of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed.

**28. Consideration of Resolution 2022-07, Revocation of the License to Operate Rental Units Within the City of Columbia Heights Against the Rental Property at 1428 42nd Avenue NE for Failure to Meet the Requirements of the Residential Maintenance Codes.**

MOTION: Move to close the public hearing and waive the reading of Resolution 2022-07, there being ample copies available to the public.

MOTION: Move to adopt Resolution 2022-07, being a Resolution of the City Council of the city of Columbia Heights approving revocation pursuant to City Code, Chapter 5A, Article IV, Section 5A.408(A) of the rental license listed.

## ITEMS FOR CONSIDERATION

### Ordinances and Resolutions

**29. Consideration of Resolution 2022-08: Updating the City Fee Schedule to Eliminate Library Overdue fines for Juveniles and Adults.**

MOTION: Move to waive the reading of Resolution 2022-08, there being ample copies available to the public.

MOTION: Amend the City Fee Schedule to reflect the elimination of overdue library fines for juveniles and adults.

**30. Citywide Mask Mandate Emergency Ordinance.**

### Bid Considerations

## CITY COUNCIL AND ADMINISTRATIVE REPORTS

### Report of the City Council

### Report of the City Manager

### Report of the City Attorney

## COMMUNITY FORUM

*At this time, individuals may address the City Council about any item not included on the regular agenda. Speakers that are in-person are requested to come to the podium. All speakers need to state their name and connection to Columbia Heights, and limit their comments to five (5) minutes. All speakers are also asked to fill out this information as well as their address on a form for the Council Secretary's record. Those in attendance virtually should send this information in the chat function to the*

*moderator. The City Council will listen to brief remarks, ask clarifying questions, and if needed, request staff to follow up or direct the matter to be added to an upcoming agenda. Generally, the City Council will not take official action on items raised at the Community Forum at the meeting on which they are raised.*

**CLOSED SESSION**

- 31. Discuss Potential Acquisition of 5229 University Ave NE.**  
Closed per Minnesota State Statue §13D.05 Subdivision 3.
- 32. Review of Compensation Study for Labor Negotiation Strategy.**  
Closed per Minnesota State Statue §13D.03.

**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.*