

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES**

**APRIL 10, 2019**

**1. CALL TO ORDER**

Mayor Mike Wallen called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**3. ROLL CALL**

Council Members present: Dick Backlund, Seth Hansen, Rose Johnson, Paul Knier, and Mike Wallen. Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, Community Development Director Hanna Klimmek, Police Chief Joel Scharf, Police Captain Matt Hayen, City Clerk Gina Wolbeck, City Engineer Layne Otteson, Assistant Liquor Store Manager Lisa Miller, and Fire Captain Tim Davis.

**4. OPEN FORUM**

Mayor Wallen opened the Open Forum at 6:01 p.m.

Britney Stoutenburg, 1150 Birch Avenue – thanked the Council for discussing chickens at the last workshop and for being open to allowing chickens. Stoutenburg encouraged Council to not include the neighbor permission requirement as it could be a slippery slope in relation to freedom on her property.

Mayor Wallen closed the Open Forum at 6:02 p.m.

**5. PROPOSED AGENDA**

Council Member Hansen motioned to adopt the proposed Agenda as presented. Seconded by Council Member Knier, unanimous ayes, agenda adopted.

## **6. CONSENT AGENDA**

Council Member Johnson motioned to approve the Consent Agenda with the removal of item 6A for separate consideration, and the removal of item 6F. Seconded by Council Member Knier, unanimous ayes, consent agenda approved. The Consent Agenda consists of: ~~6A. Approve Council Workshop Minutes of March 27, 2019,~~ 6B. Approve Regular Council Meeting Minutes of March 27, 2019, 6C. Approve 2019 Big Lake Spud Fest Licensing and Fee Waiver Requests, 6D. Approve Small Cell Facility Aesthetic Standards, 6E. Approve Hire of Lorrie McKee to the Seasonal, Full-Time City Code Enforcement Position, ~~6F. Approve SL-See Meter Read Statement of Work Agreement,~~ and 6G. Approve Letter of Agreement with Sherburne County Statewide Health Improvement Partnership

6A. Approve Council Workshop Minutes of March 27, 2019

Council Member Knier motioned to approve the March 27, 2019 Council Workshop Minutes with a correction to item 4B listing Council Member Knier instead of Council Member Johnson as bringing the item forward for discussion, and to bring the item back to a Workshop versus calling a Public Hearing. Seconded by Council Member Johnson, unanimous ayes, motion carried.

## **7. BUSINESS**

### **7A. Annual Update – CentraCare Health-Monticello Hospital**

Dr. John Hering, Co-Administrator of CentraCare Health-Monticello Hospital provided an annual update on the operations of the Hospital. Updates were given on safe driving initiatives, improvements to the Hospital Emergency Room area including the addition of a Behavioral Health Suite, discussed the Bounce Back program, reviewed operations of the CentraCare Health-Monticello Specialty Clinic, noting that CentraCare has transitioned primary care mainly to the Big Lake Clinic, and recognized the six year anniversary of CentraCare operating at the hospital, and the ten year anniversary of the Monticello Cancer Center.

### **7B. DONATIONS – Big Lake Police Canine Program**

Matt Hayen reviewed a \$1,000 cash donation provided by the Big Lake American Legion and Legion Auxiliary Organization to the City of Big Lake towards the Big Lake Police Department Canine Program. Hayen noted that this brings the total contribution from the Legion to \$13,000 towards the canine program. Council thanked the Legion and the Auxiliary for their generous donations.

Council Member Backlund motioned to Approve Resolution No. 2019-24 accepting a \$1,000 cash donation from the Big Lake American Legion and Legion Auxiliary Organization to the City of Big Lake towards the Big Lake Police Department Canine Program. Seconded by Council Member Knier, unanimous ayes, motion carried.

Captain Hayen also informed Council that the canine department has ceased tracking and apprehension duties due to liability and the potential for future drug law changes. The department is in the planning stages for replacement of our current canine Bruno, and noted that Officer Guy Chaffee has been selected to be the new canine handler. Council discussed Bruno's service to the community, noting that Bruno has been in service for 3 years. Hayen explained that the normal service range for a canine is between 5 to 7 years, but with Bruno's apprehension training, it doesn't make sense from a liability standpoint for him to attend community events. Hayen noted that the City will be working with the same trainer as we have used with Bruno, and estimates that the change will occur within the next few months. Joel Scharf noted that the department will be sending out communication on why the department is making this transition.

#### **7C. DONATIONS – U.S. Military Return to Duty Program**

Joel Scharf reviewed equipment donations the City has received through the U.S. Military Return to Duty Program since 2018. Officer Guy Chaffee has spent considerable time looking for items that can be utilized by the department for civilian law enforcement purposes. Scharf noted that items donated through this program are free of charge, with the Police Department responsible for shipping expenses. To date, the department has taken delivery of a 2009 Chevrolet Suburban valued at \$12,000, a 2013 Polaris Razor 900 valued at \$18,000, 500 AA Batteries valued at \$845, 130 Taser Training Cartridges valued at \$5,665, 15 Simmunition Bolts valued at \$7,734, eight Thermal Imagers valued at \$116,700, seven Image Identifiers valued at \$25,570, Litter for the ATV valued at \$578, seven Raptor Night Vision Equipment valued at \$52,672, and a 2018 Generator valued at \$36,000. The total value of equipment accepted through the surplus program is \$275,764.

Council Member Knier questioned why the federal government is getting rid of these items. Scharf explained that the items Big Lake has obtained are generally out of warranty life.

Council Member Backlund motioned to Approve Resolution No. 2019-25 accepting donations valued at \$275,764 from the U.S. Military Return to Duty Program to the City of Big Lake towards the Big Lake Police Department for civilian law enforcement purposes. Seconded by Council Member Johnson, unanimous ayes, motion carried.

Council recognized Officer Guy Chaffee for his 5 years of service.

## **7D. Monthly Department Reports**

Fire Department – Tim Davis provided statistical information on calls for service for the month of March. Davis also discussed department training for the month of April that included bus rescue extrication and air bag screening/cribbing, discussed battery operated lights for vehicles, and noted that the department is expecting the delivery of the new tender in the next couple of months.

Police Department – Joel Scharf updated Council on police statistics, calls for service, and self-initiated policing activities for the month of March. Scharf also provided information on the May 18 Running for Justice event and the May 16 Senior Day Out event, reviewed annual defensive tactics training, reviewed community events the department has participated in, and discussed the Nextdoor.com program. Scharf also provided an update on predatory offender checks and statistics on how many reside in Big Lake. Council Member Knier asked when our designation as “Safest City” is good through. Scharf noted that the designations are typically pulled from annual data.

Engineering Department – Layne Otteson provided an engineering update on various projects underway in the City. Otteson reviewed drainage issues, pavement conditions, and maintenance needs at the Big Lake Train Station. Otteson also discussed the 2019 Street Resurfacing Project reviewing design and bid information, and discussed miscellaneous permit reviews done by the Engineering Department. Otteson presented photos of new signage that has been installed at the CR 5/Hiawatha Avenue Signal Project area. Council Member Johnson asked if staff has fielded many complaints on the new signal. Otteson noted that some negative online comments have been fielded, mostly from people who reside outside the City limits, but that most comments have been positive, especially from citizens who reside in that area of the City.

## **8. LIST OF CLAIMS**

### **8A. Consider List of Claims**

Council Member Hansen motioned to approve the List of Claims dated March 22, 2019 through April 3, 2019 with the removal of Check No. 79677 for separate consideration, and approve payroll no. 7. Seconded by Council Member Knier, unanimous ayes, motion carried.

### **8B. Consider Audio Communications Payment**

Council Member Hansen motioned to approve payment of Check No. 79677 in the amount of \$680.00 payable to Audio Communications for services rendered. Seconded by Council Member Johnson, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Hansen, Johnson, Knier and Wallen voting aye and Council Member Backlund abstaining. Motion carried.

**9. ADMINISTRATOR'S REPORT**

Clay Wilfahrt discussed today's Highway 25 Coalition staff meeting, noting that a representative from the Federal Highway Authority was in attendance and discussed the process they like to see for these types of Coalitions to follow. Also in attendance was a consultant who has helped other groups through these processes. The group learned that the Coalition is better off focusing their efforts on studying things that the federal government won't study such as economic and social impacts on each individual community so that we can all understand what impact it will have on each of our jurisdictions, then mutually negotiate what options we feel will be mutually beneficial for all areas. This future path would provide a deeper dive into these target areas and will provide an opportunity to negotiate amongst the group what crossing options to push forward for the full federal process. Wilfahrt also informed Council that he and Mayor Wallen met with a representative from Congressman Tom Emmer's Office to discuss the City's priorities, stressing the City's desire for assistance with funding for our wastewater treatment facility infrastructure, and economic development initiatives.

**10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Mayor Wallen: Discussed the April BLEDA Meeting.

Council Member Backlund: Reviewed the April Parks Advisory Committee meeting.

Council Member Hansen: Discussed the April Planning Commission Meeting.

Council Member Johnson: Reviewed the April BLEDA Meeting.

Council Member Knier: Discussed the Spaghetti dinner hosted by the Big Lake Beyond the Yellow Ribbon Organization, and reviewed the Finance Committee Meeting held to discuss water meters.

**11. OTHER** - No other.

**12. ADJOURN**

Council Member Johnson motioned to adjourn at 6:47 p.m. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Gina Wolbeck  
Clerk

04/24/19  
Date Approved By Council