

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 14, 2007**

1. CALL TO ORDER

Mayor Don Orrock called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Council Members present: Dick Backlund, Chuck Heitz, Lori Kampa, Patricia May, and Don Orrock. Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, City Clerk Gina Wolbeck, City Planner Annie Deckert, Police Chief Sean Rifenberick, City Attorney Matthew Brokl of Campbell Knutson, and Jared Voge from the City Engineer's Office of Bolton & Menk, Inc.

4. OPEN FORUM

Mayor Orrock opened the Open Forum at 7:01 p.m. No one came forward. Mayor Orrock closed the Open Forum at 7:02 p.m.

5. PROPOSED AGENDA

Council Member Heitz motioned to adopt the proposed Agenda. Seconded by Council Member Kampa, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Kampa motioned to approve the Consent Agenda with the removal of item 6F for separate consideration. Seconded by Council Member May, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of February 28, 2007, 6B) Approve Joint Public Informational Meeting Minutes of February 28, 2007, 6C) Approve Joint Planning Board Meeting Minutes of February 28, 2007,

6D) Approve Workshop Meeting Minutes of March 7, 2007, 6E) Set a Special Council Gathering on May 5, 2007 for the 2007 Clean-Up Day Event, 6G) Approve Liquor License Renewal Resolution No. 2007-23, 6H) Approve Placement of Temporary Sign At Lake Street & Putnam Ave – Central MN Area Job Fair, and 6I) Approve Resolution No. 2007-24 For Public Utility Revenue Refunding Bonds.

6F) Set a JPIM on March 21, 2007 at 5:30 p.m. for the Larry Urwin/NCDA and the Cobblestone Crossing Orderly Annexation Applications and Set a Joint Planning Meeting at 5:45 p.m. or immediately following the JPIM for the Vision Bus Company Application and the Cobblestone Crossing Proposed Project.

Scott Johnson reviewed the date change for the Joint meetings due to a publishing error.

Council Member Heitz motioned to call for a Joint Public Informational Meeting for the Larry Urwin/NCDA Annexation Application for the Northstar Commuter Rail Maintenance Facility and the Cobblestone Crossing Annexation Application on Wednesday, March 28, 2007 at 5:30 p.m. to be held at Big Lake Town Hall. Seconded by Council Member May, unanimous ayes, motion carried.

Council Member Heitz motioned to call for a Joint Planning Board Meeting on Wednesday, March 28, 2007 at 5:45 p.m. or immediately following the Joint Public Informational Meeting to be held at Big Lake Town Hall to discuss the Vision Bus Company Application and the Cobblestone Crossing Proposed project and any other City/Township business deemed necessary. Seconded by Council Member May, unanimous ayes, motion carried.

7. BUSINESS

7A. PUBLIC HEARING – Sale for Capital Improvement Bonds

Corey Boyer discussed the pre-sale report for the General Obligation Capital Improvement Plan Bonds, Series 2007C to finance the expansion of the Public Works Building. The estimated total project cost is \$2,500,000.00 and staff is recommending utilizing existing reserves from the water and sanitary sewer enterprise funds to buy down debt issuance to \$1,805,000.00.

Mayor Orrock opened the public hearing at 7:05 p.m. No one came forward.

Council Member Kampa motioned to close the public hearing at 7:06 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Council Member Heitz motioned to approve Resolution No. 2007-25 providing for the Sale of \$1,805,000.00 G.O. Capital Improvement Plan Bonds, Series 2007C. Seconded by Council Member Kampa, unanimous ayes, motion carried.

7B. Formation of a Sherburne County EDA Discussion

Jim Thares reviewed discussions held at the EDA Meeting relating to the formation of a Sherburne County EDA Board. The EDA Board discussed various concerns including no guarantee that a City representative would be on the Board, City tax dollars being used in other parts of the County, competition with the City's industrial park, the 5-year time commitment, clarity of the County EDA enabling resolution format, the possibility of the County levying the City, relinquishing control of projects in the City limits to the County Board, and the possibility of the County EDA competing with the City EDA. Mr. Thares informed the Council that Sherburne County Administrator Brian Benson was in attendance at the EDA meeting and that he will report back to the County Board with the City's concerns. No action was taken by the Council.

7C. Resolution – Municipal State Aid Street System Designation

Jared Voge reviewed the 2007 City of Big Lake Municipal State Aid System designations. Streets included in the 2007 designations include the extension of Ormsbee Street to Meadow Lane to Tarrytown Road and Monroe Street from Ormsbee Street to TH 25. With the addition of these two areas, the city's Municipal State Aid System certified mileage would be brought to 10.51 miles.

Council Member Kampa motioned to Resolution No. 2007-26 establishing Municipal State Aid Highways. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7D. Draft Resolution - Cobblestone Crossing Orderly Annexation Agreement

Scott Johnson reviewed the draft orderly annexation agreement for the proposed Cobblestone project and asked for Council feedback on any changes to the agreement. Council explained that the Agreement must clearly state that properties must be annexed prior to receiving City services and that any wording relating to "inperpetuity" not be used in the Agreement. Matt Brokl reviewed additions requested by the Township which include adding public infrastructure timing guidelines and defining the actual annexation process required for parcels located within the designated area. Mr. Brokl also informed Council that the Orderly Annexation Agreement is step one of a two step process and that the agreement would only designate the identified parcels in an orderly annexation area and the actual annexation of parcels would happen at a later date. No action was taken by the Council.

7E. Resolution – Sale of Improvement Bonds

Corey Boyer reviewed the pre-sale report for General Obligation Bonds, Series 2007A to finance the Ormsbee Street Improvements and the Martin Avenue Construction projects

scheduled for this summer. Sources that will be utilized for funding these projects include Minnesota State Aid construction dollars, special assessments to benefiting properties, Sherburne County participation on the Ormsbee project, reserves from enterprise funds, and bond proceeds. Utilizing these various sources should help minimize the property tax impact from the special levy required to fund the semi-annual debt payments.

Council Member Heitz motioned to approve Resolution No. 2007-27 providing for the Sale of \$2,105,000.00 G.O. Improvement Bonds, Series 2007A. Seconded by Council Member Kampa, unanimous ayes, motion carried.

7F. Resolution – Sale of Utility System Revenue Bonds

Corey Boyer reviewed the pre-sale report for General Obligation Utility System Revenue Bonds, Series 2007B to finance the County Road 43 Interceptor Project scheduled for this summer. The City's Sanitary Sewer Enterprise Fund will be the funding source for this debt issuance. The City Engineer's projected cost estimate is \$3.25 million. The difference in the overall project cost and the amount of debt issued will be funded with existing capital reserves in the Sanitary Sewer Enterprise Fund. There is currently over \$5 million in capital reserves in this fund to help fund this project.

Council Member Kampa motioned to approve Resolution No. 2007-28 providing for the Sale of \$2,060,000.00 G.O. Sewer System Utility Bonds, Series 2007B. Seconded by Council Member Backlund, unanimous ayes, motion carried.

8. LIST OF CLAIMS

Council Member Kampa motioned to approve the List of Claims ranging from Check No.50298 through Check No. 50411. Seconded by Council Member May unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Administrator Johnson reviewed a request from the Big Lake Jaycee's and the Big Lake Women of Today for the use of Lakeside Park for their annual Easter Egg Hunt scheduled on March 31, 2007 from 7:00 a.m. to 1:00 p.m.

Council Member May motioned to authorize the use of Lakeside Park on March 31, 2007 for the Easter Egg Hunt co-sponsored by the Big Lake Jaycee's and the Big Lake Women of Today. Seconded by Council Member Kampa, unanimous ayes, motion carried.

Administrator Johnson also informed Council of the raffle being held by the Big Lake Area Jaycee's for the Tony Larson Benefit on March 24, 2007.

Police Chief Sean Rifenberick reviewed the current towing services provided to the City. A majority of services have been provided by Peterson's Amoco which has been providing quality service for over 30 years. A new towing service has surfaced in town and there has been some debate as to how the opportunity for work is to be distributed. Chief Rifenberick reviewed recurring issues that are of concern which include safety of officers and staff, service to the citizens, location of business and impound lot/access, fair distribution of tow opportunities, convenience for residents, future tow providers, and equipment availability. The City could rotate tow companies, establish a formal Contract with a tow company stating specified requirements within that Contract, or leave the procedures that are currently in place.

Rollie Peterson from Peterson's Amoco discussed historically how towing services have been provided in the City. He explained that when his company was a new business, he was placed on the bottom of the County towing list and worked his way up the list over the years, and that he would expect that any new towing company would be held to the same standards.

Council Member Backlund reviewed discussions he has had with Nick Christensen from Bob's Towing and discussed the need for locked storage, storage in the City, quality service, adequate response time, and accident scene cleanup. Council reviewed the need for vehicles to be towed somewhere within the City limits when possible and that the current system for designating towing providers remain unchanged at this time.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Recommended that Mayor Orrock and Council Member Heitz be appointed to the TOD committee. Clerk Wolbeck informed Council that only two Council Members should be appointed to the committee which includes representatives from the Council, EDA, Planning, Chamber of Commerce, and local banks.

Mayor Orrock motioned to appoint Council Members Heitz and Kampa to the TOD Committee. Motion was seconded by Council Member May. Discussion followed motions. Matt Brokl informed Council that none of the Boards should have a quorum of members in attendance at the committee meetings unless the meetings are publicly called and posted.

Council Member Kampa motioned to direct staff to review potential committee members and to table this item until the next Council Meeting. Seconded by Council Member May, unanimous ayes, motion carried.

Council Member Heitz: Reviewed the March EDA Meeting. Jim Thares discussed the sale of the modular house that was for sale on Eagle Lake Road North. Mr. Thares explained that as the structure is owned by the EDA, the EDA is the Board that would authorize the sale, which was approved at their March meeting.

Council Member Kampa: Reviewed the Chamber of Commerce Business Expo and requested that staff check into getting name badges made for Board Members attending such functions.

Mayor Orrock: Informed Council that he and Council Member May attended the required NIMS training at the fire hall on March 13th.

11. OTHER

No other.

12. ADJOURN

Council Member May motioned to adjourn at 8:13 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Clerk

Date Approved By Council _____