

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 23, 2010**

1. CALL TO ORDER

Mayor Lori Kampa 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, Raeanne Danielowski, Chuck Heitz, Lori Kampa, and Duane Langsdorf. Also present: City Administrator Scott Johnson, Community Economic Development Director Jim Thares, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Police Chief Sean Rifenberick, City Engineer Brad DeWolf and Jared Voge of Bolton & Menk, Inc.

4. OPEN FORUM

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

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Danielowski motioned to approve the Consent Agenda with the removal of item 6H for separate consideration. Seconded by Council Member Backlund, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of June 9, 2010, 6B) Approve Rivers of Hope Working Agreement,

6C) Approve Resolution No. 2010-37 appointing Election Judges for the August 10th Primary Election and the November 2nd General Election, 6D) Approve Resolution No. 2010-38 authorizing Submittal of the Transit Improvement Area Designation Application, 6E) Approve Resolution No. 2010-39 authorizing Submittal of the Sherburne County Statewide Health Improvement Program Grant Application, 6F) Approve BLEDA's recommendation to enter into a Commercial Sale Listing Agreement with Gaughan Companies for the Big Lake Industrial Park East Expansion Area, 6G) Authorize staff to negotiate the purchase of 206 Montana Avenue, 4370 Pintail Street and 3360 Lake View Lane using NSP funds, and 6I) Set Budget Workshop on Wednesday, July 21, 2010 at 5:30 p.m. in the City Council Chambers.

6H) Fee Schedule Amendments

Council Member Danielowski questioned if a \$15 fee would cover the City's costs to service seasonal disconnects and activations. Mike Goebel noted that the fee is slowly increasing to reach the actual cost to the City. Goebel indicated that a \$20 to \$25 fee would be more in line with covering the costs. Council asked to review this fee more at the July Workshop.

Council Member Heitz indicated that he is not in favor of starting the Compost fee mid-year. Goebel informed Council that the Recycling Board's initial plan was to start the fee program in 2011 but that the City's of Elk River and Zimmerman decided to start charging the fee in June. Council asked to review this fee more at the July Workshop.

Council Member Danielowski motioned to Approve Ordinance Amendment No. 2009-12 approving Fee Schedule Amendments with the removal of the compost fee and the increase to the disconnect fee, and approving Resolution No. 2010-40 authorizing summary publication. Seconded by Council Member Langsdorf, unanimous ayes, motioned carried.

7. **BUSINESS**

7A. **DONATION PRESENTATION – Big Lake American Legion Donation for a Community Reader Board Sign**

Cheri Jacobs and Commander Wayne Harris from the Big Lake American Legion Post 147 presented a \$6,000 donation to the City and discussed their donation commitment to help with funding the Community Reader Board Sign. Harris also informed the public about the upcoming Veteran's Picnic scheduled on July 24th at Lion' Park.

Council Member Heitz motioned to approve Resolution No. 2010-41 accepting a \$6,000 donation from the Big Lake American Legion Post 147 to be used towards the Community Reader Board Sign. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7B. Big Lake Public Library Program Room Use Discussion

Scott Johnson reviewed the City's previous non-written policy for use of the Library Program Room.

Kirsty Smith, Director of the Great River Regional Library discussed various room use policies from library facilities including the St. Cloud Public Library. Smith informed Council that the City is responsible for dictating the use of the room and that their office would assist in helping staff create a policy that is inline with the American Library Association guidelines.

Council directed staff to prepare a Program Room Policy for future approval that is inline with the American Library Association guidelines and to incorporate an escrow and fee schedule adequate for the use of the facility.

7C. Meadows of Big Lake Improvement Project – Plans and Specifications and Order Advertisement for Bids

Brad DeWolf reviewed the plans and specifications for the Meadows of Big Lake Improvement Project. Staff is projecting the project to be complete by October 1, 2010 with the final assessment hearing to be held at the end of October 2010. Council directed that the final assessment amount be determined prior to the start of the project. This item will be on the August 11th Agenda for further discussion.

Council Member Heitz motioned to approve Resolution No. 2010-42 approving Plans and Specifications and ordering advertisement for bids for the Meadows of Big Lake Improvement Project. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. Central MN Habitat for Humanity Loan Participation

Jim Thares reviewed the status of the two NSP homes that will be used for the Habitat for Humanity program. NSP funds will be used for the City to participate in mortgages for the properties located at 107 Corinne Drive and 4984 Mitchell Road.

Council Member Danielowski motioned to approve Resolution No. 2010-43 authorizing the City to participate in a loan and mortgage with Central Minnesota Habitat for Humanity for 107 Corrine Drive, Big Lake, MN, and Resolution No. 2010-44 authorizing the City to participate in a loan and mortgage with Central Minnesota Habitat for Humanity for 4984 Mitchell Road, Big Lake, MN both pursuant to a Participation Agreement. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7E. NSP Update

Jim Thares provided an NSP activity progress update. Items reviewed included budget, property status report, location of neighborhood impacts, rehab and redevelopment processes, marketing plans, and GMHF Leverage Funds. Thares also discussed another property that is available for acquisition.

Council Member Heitz motioned to authorize staff to negotiate the acquisition of the residential property located at 5300 Pond View Lane utilizing NSP Funds for the purchase and rehabilitation of the property. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

Ron and Larry Wasmund from Inspectron, Inc. provided an update on the Building Department transition and activities.

7F. Project Status Report – City Engineer

Brad DeWolf reviewed the June 2010 Project Status Report and answered questions from the Council.

8. LIST OF CLAIMS

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 58659 through Check No. 58737, and Electronic Payments #1095E to #1110E. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Scott Johnson discussed the police facility tours conducted by the Building Committee members. Johnson also reminded the public about the Spud Fest Event this week.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Reviewed the June Parks Advisory Committee and the Pollinator Event that was held on June 19th.

Council Member Danielowski: Reminded the public of the Spud Fest event scheduled for this weekend and discussed the upcoming Habitat for Humanity dedication event scheduled on June 28th.

Council Member Heitz: Reviewed the June EDA Meeting and TOD Meeting. Jim Thares reviewed the potential for an Assisted Living facility in Big Lake. Council Member Heitz asked staff to check with MNDOT on making sure there is adequate mowing being done at the Northstar areas.

11. **OTHER** – No other.

12. **ADJOURN**

Council Member Heitz motioned to adjourn at 8:20 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 07/14/10