

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 14, 2006**

1. CALL TO ORDER

Acting Mayor Duane Langsdorf 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: Chuck Heitz, Lori Kampa, Duane Langsdorf, and Patricia May. Council Member absent: Mayor Don Orrock. Also present: Assistant City Administrator Scott Johnson, Finance Director Corey Boyer, City Clerk Gina Wolbeck, City Attorney Matthew Brokl of Campbell Knutson, City Engineer Brad DeWolf and Jared Voge of Bolton & Menk, Inc., City Planner Nate Sparks of Northwest Associated Consultants, Inc. (NAC), and Consultant Building Official Fred Patch of Northwest Inspection Services.

4. OPEN FORUM

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

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Heitz motioned to approve the Consent Agenda with the removal of item 6G for separate consideration. Seconded by Council Member Langsdorf, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Joint City/EDA Meeting Minutes of May 24, 2006; 6B) Approve Regular Meeting Minutes of May 24, 2006; 6C)

Approve List of Claims; 6D) Approve Declarations of Official Intent; 6E) Approve Parcel No. 65-532-0110 Release Documents; 6F) Approve Purchasing Policy; 6H) Approve Donation Resolution No. 2006-77, and 6I) Authorize Grant Application Resolution No. 2006-78 for the Safe Routes to School Program.

6G) Authorize Preparation of Quiet Zone Study

Brad DeWolf reviewed the specifications of the Quiet Zone Study including establishing train whistle regulations.

Council Member Kampa motioned to authorize the preparation of a Quiet Zone Study. Seconded by Council Member Heitz, unanimous ayes, motion carried.

7. BUSINESS

7A. Donation Presentation – Eddy Family Foundation

Naomi Koecheler from Connections, Etc., representing the Eddy Family Foundation, presented the Big Lake Police Department with a \$2,000 donation and the Big Lake Fire Department with a \$2,000 donation to be used towards public safety purposes.

Council Member Heitz motioned to approve Resolution No. 2006-79 accepting a donation that has been made to the City of Big Lake towards the Big Lake Police Department and the Big Lake Fire Department. Seconded by Council Member Kampa, unanimous ayes, motion carried.

7B. Noise/Vehicle Ordinance Amendment

Nate Sparks reviewed the current City Code relating to noise enforcement and identified a format recommended for use by the League of MN Cities. Council identified changes to enforcement language, hours and days the new Ordinance would be in effect, and to include exceptions to allow the City Engineer to authorize de-watering for City projects as needed. Council also discussed that if the start times are changed to later in the morning, the evening times should also be extended to allow property owners an appropriate amount of time to complete projects. Matt Brokl discussed the specific changes and recommended that Council table the item until the next meeting for the changes to be made to the draft Ordinance.

Ron Rupp; 581 Park Avenue East – Discussed the need for the start time to be changed to 9:00 a.m. instead of 7:00 a.m. on Sundays and Holidays.

Council Member Heitz motioned to table the Noise/Vehicle Ordinance Amendment item to allow staff to include identified changes to the draft Ordinance. Seconded by Council Member May, unanimous ayes, motion carried.

7C. Fire Hall Expansion Permit Fee's

Scott Johnson discussed the draft letter to the Sherburne County Board requesting that the County waive all permit fees in association with the Big Lake Fire Department expansion project with the exception of the required state surcharge fee.

Council Member Heitz motioned to authorize staff to forward a request to the Sherburne County Board to waive all permitting fees for the Big Lake Fire Department expansion project. Seconded by Council Member Kampa, unanimous ayes, motion carried.

Council Member Kampa motioned to call for a Special Council Gathering on June 28, 2006 at 3:00 p.m. at the Big Lake Fire Station for the fire hall expansion groundbreaking celebration. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. City Website RFP

Gina Wolbeck reviewed the proposed RFP form for the redesign of the City's website. Ms. Wolbeck identified that the bid opening will be held on August 25, 2006 at 11:00 a.m. and that the Website Task Force committee will review submitted bids and forward comments to the City Council for final approval on the proposal that best fits the City's website needs.

Council Member Heitz motioned to authorize the mailing and posting of the RFP for the redesign of the City's website. Seconded by Council Member May, unanimous ayes, motion carried.

8. ADMINISTRATOR'S REPORT

Council Member Heitz motioned to call for a Joint City/EDA Meeting on June 21, 2006 at 6:00 p.m. in the Big Lake City Council Chambers to discuss potential downtown redevelopment projects. Seconded by Council Member Kampa, unanimous ayes, motion carried.

Fred Patch reviewed the bid received for the façade improvements for the Lake Plaza Mall. Mr. Patch indicated the low bid was received from Nelson Construction from Buffalo, MN in the amount of \$334,323.00 which includes portions of the exterior façade identified as Project A/B. Mr. Patch also discussed the proposed deduct Change Order for the base bid amount which has been reduced to \$479,531.00.

Council Member Heitz motioned to accept the bid from Nelson Construction of Buffalo, MN in the amount of \$334,323.00 and authorized the Mayor and Interim City Administrator to execute the Contract for the exterior façade portions of the Lake Plaza Mall identified as Project A/B contingent upon the Deduct Change Order to the base bid in the amount of \$208,889.00. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Heitz: Reviewed the recent EDA Meeting and directed staff to investigate the potential blocked view at the intersection of Hiawatha Avenue and Eagle Lake Road North.

10. OTHER

Acting Mayor Langsdorf closed the regular meeting to go to Closed Session at 7:51 p.m.

11. CLOSED SESSION – Acquisition of Property for WWTP Expansion

Matt Brokl discussed the status of negotiations with the property owner of parcels 10-006-1200, 10-131-3410, and 10-131-4300 for the expansion of the Waste Water Treatment Plant.

Council Member Heitz motioned to close the Closed Session and reopen the regular meeting at 7:59 p.m. Seconded by Council Member Kampa, unanimous ayes, motion carried.

Council Member Heitz motioned to authorize the City Attorney's Office to finalize the purchase of the property identified as 10-006-1200, 10-131-3410, and 10-131-4300 for the expansion of the Waste Water Treatment Plant. Seconded by Council Member Kampa, unanimous ayes, motion carried.

12. ADJOURN

Council Member May motioned to adjourn at 8:00 p.m. Seconded by Council Member Heitz, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 06/28/06