

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

APRIL 14, 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, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Police Chief Sean Rifenberick, Fire Chief Tony Eisinger, 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.

Mayor Kampa welcomed Boy Scout Troop 93 and invited them to introduce themselves at the podium.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Danielowski motioned to approve the Consent Agenda with the removal of items 6I and 6K for separate consideration. Seconded by Council Member Heitz, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of March 24, 2010, 6B) Approve Special Council Meeting Minutes of March 24, 2010, 6C) Approve Special Council Meeting Minutes of April 7, 2010, 6D) Approve Board of Review Meeting Minutes of April 7, 2010, 6E) Accept Resignation of Reserve Officers, 6F) Approve Reserve Officer Appointment, 6G) Approve Appointment of Nicole McAllister as a Full-Time Police Officer, 6H) Authorize Exempt Permit Application for Our Lady of the Lake Catholic on August 20-21, 2010 for their Founder's Day Celebration, 6J) Approve Personnel Policy Amendment, and 6L) Authorize Prescribed Burn at 649 Driftwood Circle..

6I) Accept donation from Cal and Debra Varner towards the Police Department Reserve Program

Sean Rifenerick thanked the Varner's for their donation and informed Council that a letter of thanks would be sent.

Council Member Danielowski motioned to approve Resolution No. 2010-20 accepting a donation from Cal and Debra Varner towards the Police Department Reserve Program. Seconded by Council Member Backlund, unanimous ayes, motion carried.

6K) Approve NSP/Habitat Home Property Transfer

Jim Thares reviewed the transfer of the second NSP home to Central MN Habitat for Humanity (CMHH). Thares noted that the CMHH mission is to end housing poverty and to find clients and communities that will be compatible. Bruce Johnson from CMHH discussed their program and noted that they work with families who fit the income criteria. The families must be 50% below the area median income, they must attend homeowner training, and complete 200 hours of community service per adult that will reside in the home.

Council Member Danielowski motioned to authorize the transfer of the NSP single family home located at 4984 Mitchell Road to the Central MN Habitat for Humanity Chapter for \$1 and to authorize the use of additional NSP funds for rehab work not to exceed \$30,000. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7. BUSINESS

7A. Coborn's Site Plan Review

Katie Larsen reviewed the planners report for the Site and Building Plan Review application submitted from Inland Big Lake, LLC for consideration of Coborn's credit union drive-through remodeling project located at 711 Rose Drive. Coborn's Grocery is proposing to include a new financial institution tenant within the existing building and to add an additional drive-through lane on the north side. The property is zoned B-3 General Business District which allows bank and financial institutions as a permitted use. The applicant will be restriping the parking stalls on the north side from 14 stalls down to 8 stalls and adding 6 new stalls on the south side of the building near the Little Duke's Gas Station. With the addition of the 6 new stalls, there will be no change in the number of parking stalls and the change in land use does not require additional parking requirements. A banking kiosk will be added to the second driveway lane. Council asked that the approval resolution be changed from identifying the financial institution as a Bank to a Credit Union.

Council Member Heitz motioned to approve Resolution No. 2010-21 Approving Site and Building Plans for Big Lake Town Square (aka Coborn's) for the Addition of a Credit Union drive-through and setting forth conditions to be met prior to issuance of a building permit for the site. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7B. ORDINANCE – Taxi License Requirements

Scott Johnson reviewed the draft Ordinance Amendment that includes changes to license requirements, display of license number in the vehicle, display of a Passenger/Taxi Driver Bill of Rights card, vehicle conditions, insurance requirements, and changing the application/annual renewal fee from \$10 to \$25. Background checks will also be required annually on drivers authorized to operate in the City. A \$25 background check fee would be charged per driver. Staff also recommended adding a doctor's certificate requirement to the ordinance. Johnson noted that staff has met with Orange Cab from St. Cloud to take feedback on the draft ordinance. Staff has chosen guidelines that will best protect our residents along with the taxi operators and drivers.

Council Member Danielowski motioned to approve Ordinance No. 2010-01 amending Chapter 3, Section 330 (taxicabs) of the Big Lake City Code regulating the operation of taxicabs in the City of Big Lake with the addition of language pertaining to doctor's certificate requirements, approve Ordinance Amendment No. 2009-12 amending the 2010 fee schedule to change the taxicab annual license fee, and to approve Resolution No. 2010-22 authorizing summary publication of Ordinance No. 2010-01 and Amended Ordinance No. 2009-12. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7C. ORDINANCE – Water Use Restrictions

Mike Goebel reviewed the proposed changes to the Water Works Code relating to water use restrictions. The changes eliminate the Permanent Restrictions for the odd/even sprinkling schedule. Future water use restrictions will be controlled by the Public Works Department by monitoring water usage and providing recommendations to the Council and/or Administrator. New restrictions will be determined on an “as needed basis” based upon the severity of the shortage and the longevity of the restrictions being short term in nature. Goebel noted that notifications will be posted on the City Hall Bulletin Board, City website, and cable channel and could be published in the local newspaper.

Council Member Heitz motioned to approve Ordinance No. 2010-02 amending Chapter 8, Section 800 of the Big Lake City Code relating to Water Use Restrictions and to Approve Summary Publication Resolution No. 2010-23. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. Amendment No. 2 to the NCDA Joint Powers Agreement

Scott Johnson provided information on the proposed Northstar Corridor Development Authority (NCDA) Joint Powers Agreement Amendment No. 2. The amendment is being proposed to update current law, to streamline the decision-making authority and quorum requirements, and to address organizational inefficiencies that are inherent in the JPA. The NCDA has recommended approval of the amendment as presented.

Council Member Heitz motioned to approve Resolution No. 2010-24 approving Amendment No. 2 to the Northstar Corridor Development Authority Joint Powers Agreement. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

8. LIST OF CLAIMS

Council Member Danielowski motioned to approve the List of Claims ranging from Check No.58186 through Check No. 58278 and electronic payments 1042E through 1053E. Seconded by Council Member Backlund unanimous ayes, motion carried.

9. ADMINISTRATOR’S REPORT

Jim Thares presented Council with the Community Response Award from MN Housing that was awarded to the City for their NSP efforts. Scott Johnson thanked Jim Thares, Leslie Dingmann, Greg Hamman, and Sandy Petrowski for their efforts in making this program a success.

Mike Goebel updated Council on the Joint Committee Meeting that was held to discuss possible joint financial participation for a potential Athletic Complex.

Sean Rifenberick reviewed correspondence received from the SAFER Organization. The City has been notified that the program has been put on hold due to the discovery of financial irregularities in their financial records. The City of Big Lake has requested and received the fee that was paid for this program. Rifenberick noted that staff will be searching for a replacement program that will offer similar services as the SAFER Organization.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Reviewed the Parks Advisory Committee Meeting and provided information on the upcoming Pollinator event scheduled in June.

Council Member Danielowski: Reviewed the Big Lake Community Education Advisory Meeting. Council Member Danielowski also discussed the ribbon cutting ceremony for the Central MN Habitat for Homes property on Corinne Drive, the Clean Up Day event scheduled on May 1st, the May 22nd Movie in the Park event, and the spring book sale at the Big Lake Public Library.

Council Member Heitz: Discussed the EDA Meeting that was held in April. Jim Thares provided information on the Sherburne County Developer's Tour. Council Member Heitz also provided information on the Marketing Committee, and the Minneapolis Community Ed group that will be arriving in Big Lake on the Northstar Commuter Rail on May 5th. Brad DeWolf provided an update on the Highway 10/25 intersection improvement project.

Council Member Langsdorf: Discussed the April Planning Commission Meeting.

11. OTHER

Mayor Kampa thanked Big Lake Boy Scout Troop 93 for attending the Council Meeting and welcomed them back in the future.

12. ADJOURN

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

Clerk

Date Approved By Council