

**BIG LAKE CITY COUNCIL  
WORKSHOP MEETING MINUTES  
OCTOBER 4, 2006**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Council Members present: Chuck Heitz, Lori Kampa, Patricia May, and Donald Orrock. Council Member absent: Duane Langsdorf (arrived at 6:17 p.m.). Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, Police Chief Sean Rifenberick, and Jared Voge from the City Engineer's Office of Bolton and Menk.

**3. PROPOSED AGENDA**

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

**4. BUSINESS**

**4A. Bird Flu Pandemic Presentation – Marcia Engvall, Sherburne County Public Health Planner**

Marcia Engvall conducted a presentation on Planning for Pandemic Influenza which included discussion on Seasonal, Avian, and Pandemic Influenza's. Ms. Engvall also discussed the local impact of these types of influenza's and identified that pre-event preparedness is essential. Council thanked Ms. Engvall for providing information preparing for a pandemic influenza.

Council Member Langsdorf arrived at 6:17 p.m.

Police Chief Sean Rifenberick informed Council of on-going training and meeting sessions between the Sherburne County Public Health Department and local law enforcement and that the goal of the Police Department is to continue to be an active participant in these sessions.

**4B. Public Safety Topics**

Chief Rifenberick reviewed various options for filling the vacant full-time Police Officer position. Chief Rifenberick recommended that a part-time position be offered to a current Reserve Officer until this individual receives the required certification to be a full-time police officer. The candidate will be required to follow the same pre-employment process as any

other candidate for the Police Officer position. Council indicated that they would be in favor of this process and to report back at a regular meeting.

Chief Rifenberick also discussed the Police Department K-9 Program. Staff is seeking Council direction on expectations of the program, staffing, possible replacement of the current K-9, training, and potential costs to continue with the program. Council discussed past and future uses of the K9 and if there are interested police officers in becoming the new K9 Officer. Chief Rifenberick indicated that he has received one letter of interest from an officer. Discussion was also held on potential funding and grants that could become available for covering some of the costs of a K9 program. Council discussed the pros and cons of continuing with the program and indicated that they would potentially be in favor of continuing with the program, and directed staff to report back at a future meeting on potential costs for obtaining and training a new K9.

Chief Rifenberick informed Council that the School District has been awarded a Safe Schools Grant which will provide additional safety measures at the local schools. Chief Rifenberick also discussed distribution of Salvation Army donations to many of the local organizations and also a \$2,000 donation to the police department.

## **5. OTHER**

Administrator Johnson reviewed the recent Joint City/Township Meeting held on October 3, 2006 and the possibility of establishing a Joint Subcommittee to discuss Joint Planning areas south of the Elk River. Administrator Johnson identified tasks to be addressed by the new Board which would include long range planning for the area south of the Elk River, Identifying the most economical extension of utilities and road infrastructure for project proposals, and working with Big Lake Township regarding zoning, development, and infrastructure issues.

Council discussed the option of having a County Planning Commissioner on the subcommittee and also asked staff to provide a list of options to move forward and to provide a map showing potential sites to be included in the Joint Planning Agreement. Council also asked the City Engineer to provide a layout of potential future city utility locations. Staff indicated that this item will be on the November Workshop Agenda.

Council Member Heitz asked for the City Engineer to comment on sod complaints received on the 2006 Improvement project. Jared Voge informed Council that the contractor has been notified and that the repairs should be complete by the following week.

**6. ADJOURN**

Council Member Kampa motioned to adjourn at 7:36 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck  
City Clerk

10/11/06  
Date Approved By Council