

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

JULY 22, 2009

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. Council Members absent: None. Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, Senior Planner Katie Larsen, Economic Development Assistant Sandy Petrowski, Public Works Director Mike Goebel, Police Chief Sean Rifenberick, City Attorney Soren Mattick of Campbell Knutson, and City Engineer Brad DeWolf.

4. OPEN FORUM

Mayor Kampa opened the Open Forum at 7:01 p.m. No one came forward for comment. 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 as presented. Seconded by Council Member Backlund, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of July 8, 2009, 6B) Approve Budget Workshop Minutes of July 14, 2009, 6C) Set Budget Workshop Date for August 13, 2009 at 4:00 pm in the Council Chambers, 6D) Approve Resolution #2009-65 Approving Exempt Raffle Permit for the Becker/Big Lake Ducks Unlimited Chapter #177 on September 17, 2009 at the Friendly Buffalo, 6E) Authorize Temporary Use Fee Waiver

for the Big Lake Car Show Fall Event Benefiting the Toys for Tots Program, 6F) Approve the Sale of Reserve Squad 717 at Auction, 6G) Approve Reimbursement of Sewer Access Fees to McPete's Sports Bar and Lanes, 6H) Authorize the Acquisition of NSP Properties, and 6I) Authorize Informed Consent allowing Briggs & Morgan to represent Xcel Energy.

7. BUSINESS

7A. VARIANCE – 401 PLEASANT AVENUE

Katie Larsen discussed the Variance for the property located at 401 Pleasant Avenue that was approved by Council at the June 10, 2009 meeting. The Variance allows for the construction of an attached single family 24 foot by 34 foot garage structure. The applicant has submitted a new request asking that they be allowed to construct a detached garage instead of an attached garage due to frost footing requirements.

Council Member Danielowski motioned to approve Amended Resolution No. 2009-48 approving a variance to allow for the construction of a single-family dwelling detached garage in the R-3 High Density Residential Zoning District with a front yard setback deviation. Seconded by Council Member Heitz, unanimous ayes, motion carried.

7B. COBBLESTONE CROSSING ANNEXATION CONCEPT PLAN

Katie Larsen reviewed the annexation application and concept plan for the Cobblestone Crossing Development. Bridgeview Development, LLC and Bridgeview Assembly of God Church, Inc. are the applicants and they are proposing a 32 acre mixed use commercial and retail development along CR 11 west of Highway 25. The Concept Plan is for the purpose of analyzing the annexation request which differs from the normal Concept Plan review for development. The Bridgeview Assembly of God Church, LLC parcel located north of CR 11 is a potential PUD for a multiple building development. Staff is recommending the office buildings on the east side be located closer to the highway. The Bridgeview Development, LLC portion of the project which is located south of CR 11 should be a 2-acre minimum lot size with an access to 187th Avenue. The OHWL and bluffline should be indicated on future plans, a minimum lot width of 200 feet should be required, and staff also recommended that further MnDNR review and comment is needed to determine allowable development densities, open space, and impervious surface requirements. Planner Larsen noted requirements that should be required for both developments which include completion of an Environmental Assessment Worksheet, compliance with tree preservation ordinances, an amendment to the Comprehensive Plan, Rezoning, Preliminary Plat, Site & Building Plan Review, and Final Plat of the entire area.

This item is for information only; no action required or taken by the City Council.

7C. OAK SAVANNAH RESTORATION PROJECT

Mike Goebel reviewed the Park Advisory Committee recommendations from their July 13, 2009 meeting. The first recommendation is to accept two grants, one from the Resource Conservation Program in the amount of \$3,020 and the second grant from US Fish and Wildlife Service in the amount of \$2,500. The grant proceeds are to be used for the restoration and improvements of McDowall Park and to establish an Oak Savannah Prairie Restoration Project. The second recommendation is to authorize the start of the Oak Savannah Restoration Improvements at McDowall Park.

Council Member Heitz motioned to approve the following two (2) recommendations of the Parks Advisory Committee: 1) accept the \$3,020 grant from the Resource Conservation Program and the \$2,500 grant from the US Fish and Wildlife Service, both to be used for the restoration and improvements of McDowall Park and to establish an Oak Savannah Prairie Restoration Project; and 2) authorize the start of the Oak Savannah Restoration Improvements to McDowall Park. Seconded by Council Member Langsdorf unanimous ayes, motion carried.

7D. JULY 14TH WORKSHOP UPDATE

Scott Johnson reviewed the July 14, 2009 Budget Workshop discussion items as presented. No action required or taken by the Council.

7E. HWY 10/25 INTERSECTION IMPROVEMENT PROJECT - MNDOT COOPERATIVE AGREEMENT

Brad DeWolf discussed the MNDOT Local Initiative Funding application submitted by the City for the proposed Highway 10/25 Intersection Improvement Project. DeWolf noted that prior to the City receiving Local Initiative Funding, the City is required to approve a resolution approving the City enter into a Cooperative Agreement Project with MNDOT.

Council Member Heitz motioned to approve Resolution No. 2009-66 authorizing the City to enter into a Cooperative Agreement Project with MNDOT for the Trunk Highway 10 / Trunk Highway 25 Intersection Improvement Project. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7F. PROJECT STATUS REPORT – CITY ENGINEER

Brad DeWolf reviewed the July Project Status Update and answered questions from the Council.

7G. SENIOR CENTER AND FOOD SHELF REMODEL PROJECT UPDATE

Jim Thares updated Council on the status of the Senior Center remodel and the Food Shelf expansion project and noted that it is anticipated that the project will be completed by the last week of August.

8. LIST OF CLAIMS

Council Member Danielowski motioned to approve the List of Claims ranging from Check No.56498 through Check No. 56582 and electronic payments 804E through 808E. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Police Donation

Administrator Scott Johnson discussed the \$100.00 donation received from the Calvin and Dorothy Hinrichs Family for the 2009 Big Lake Night Out Event.

Council Member Heitz motioned to approve Resolution No. 2009-67 accepting a \$100 donation from the Calvin and Dorothy Hinrichs Family to the Big Lake Police Department, which is to be used for the 2009 Big Lake Night-Out Event. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

Police Squad Vehicle Repair

Police Chief Sean Rifenberick discussed the repairs needed on the Tahoe Police Vehicle which was damaged recently in an accident and asked the Council to accept the lowest of the two (2) bids received, which is from Autostop in the amount of \$6,808.61.

Council Member Heitz motioned to accept the bid from Autostop in the amount of \$6,808.61 for the repair of the Tahoe Police Vehicle. Seconded by Council Member Danielowski, the vote passed on a vote of 4 to 0 with 1 abstention, with Council Members Backlund, Danielowski, Heitz, and Kampa voting aye and Council Member Langsdorf abstaining. Motion carried.

Call for Special Council Gathering

Administrator Johnson discussed the invitation that has been extended to the City Council to take part in a picture for the Big Lake Community Guide cover; noting that the gathering would take place at 8:30 a.m. on Friday, July 24, 2009, at the Northstar Maintenance Facility in Big Lake.

Council Member Danielowski motioned to set a Special Gathering for 8:30 a.m. on Friday, July 24, 2009, at the Northstar Commuter Rail Maintenance Facility site (located at 19699 County Road 43, Big Lake, Minnesota) for the purpose of having a photograph taken for the Big Lake Community Guide cover. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Neighborhood Stabilization Program (NSP) Activities – Residential Property Purchases

Administrator Johnson reported that staff has identified two (2) additional properties for acquisition as part of the Acquisition/Rehabilitation and Demolition work activities, noting that Council is being asked to authorize staff to negotiate the acquisition of the two properties (338 Crescent Street and 210 Powell Street) and use NSP funds for the demolitions or rehabilitation activities.

Council Member Danielowski motioned to authorize staff to negotiate the acquisition of residential properties located at 338 Crescent Street and 210 Powell Street, and to use NSP funds for said purchases for demolition or rehabilitation activities as indicated. Seconded by Council Member Backlund, unanimous ayes, motion carried.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: No report.

Council Member Danielowski: Reminded Council of the groundbreaking ceremony for the Habitat For Humanity project scheduled for Thursday, July 30, 2009 at 12:00 noon at the site located at 180 Monroe Street. Also reminded everyone of the Big Lake Night Out Event taking place on Friday, August 7, 2009, at the City Hall's north parking lot from 6:30-9:00 p.m.

Mayor Kampa: Provided an update on the 07/13/09 BLEDA meeting, noting that it was a joint meeting for all the City Boards to hear a TOD Consultation presentation from LSA Design.

Council Member Langsdorf: Discussed the Lake Association meeting and provided an update on the July Planning Commission meeting.

Council Member Heitz: Reviewed the July BLEDA meeting and the Joint Planning Board meeting held at Township Hall earlier in the evening.

11. OTHER

Police Chief Rifenberick briefly discussed the upcoming Big Lake Night-Out Event scheduled from 6:30-9:00 p.m. on Friday, August 7, 2009.

Council Member Langsdorf motioned to recess the regular session at 8:51 p.m. to go to Closed Session for item 12A) Negotiation of Acquisition of Property for parcel numbers 65-403-0205, 65-403-0210, 65-403-0215, 65-403-0220, 65-403-0225, and 65-403-0230 allowed under MN Statute 13D.05, subd. 3c3, and item 12B) City Administrator Annual Job Performance Evaluation allowed under MN Statute 13D.05, subd. 3a. Seconded by Council Member Heitz, unanimous ayes, motion carried.

12. CLOSED SESSION

Council Member Danielowski motioned to open the Closed Session at 9:00 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

12A. NEGOTIATION OF ACQUISITION OF PROPERTY

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 Attorney Soren Mattick of Campbell Knutson, and City Engineer Brad DeWolf of Bolton and Menk, Inc.

Brad DeWolf reviewed negotiations on the possible purchase of parcel numbers 65-403-0205, 65-403-0210, 65-403-0215, 65-403-0220, 65-403-0225, and 65-403-0230.

No action was taken by Council.

12B. CITY ADMINISTRATOR JOB PERFORMANCE EVALUATION

Council Members present: Dick Backlund, Raeanne Danielowski, Chuck Heitz, Lori Kampa, and Duane Langsdorf. Also present: City Administrator Scott Johnson.

The City Council conducted the annual job performance evaluation on City Administrator Scott Johnson. No action was taken by Council.

Council Member Danielowski motioned to close the Closed Session and reconvene the regular meeting at 9:25 p.m. Seconded by Council Member Heitz, unanimous ayes, motion carried.

Council Member Langsdorf motioned to extend the contract with the City Administrator for two (2) years until October 2011. Seconded by Council Member Backlund, unanimous ayes, motion carried.

13. ADJOURN

Council Member Danielowski motioned to adjourn at 9:27 p.m. Seconded by Council Member Heitz, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 08/12/09