

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
JULY 28, 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, and City Engineer Brad DeWolf 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 Danielowski motioned to adopt the proposed Agenda moving the Spud Fest Event Update and Reserve Officer Recognition to be listed as Item 7A.i instead of 7F. Seconded by Council Member Backlund, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Heitz motioned to approve the Consent Agenda as presented. Seconded by Council Member Langsdorf, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of July 14, 2010, 6B)

Approve Council Workshop Minutes of July 21, 2010, 6C) Approve Unpaid Appointment of Community Economic Development Intern, 6D) Approve Resolution No. 2010-47 authorizing execution of the Collision Reduction and Safer Highways Grant Agreement, and 6E) Set Budget Workshop on August 18, 2010 at 5pm in the City Council Chamber.

7. BUSINESS

7A. Police Department Donations

Sean Rifenerick thanked Christopher and Heidi Quanrud who have selected the BLPD to be the beneficiary of a "Build Your Community" donation associated with Residential Mortgage Group's loan closing program. George Quinn presented a donation to the BLPD in recognition for their response to a medical emergency. Quinn also thanked the officers who responded to the emergency. Rifenerick noted that both donations will be used towards the Big Lake Reserve Program.

Council Member Heitz motioned to approve Resolution No. 2010-48 accepting a \$100 donation from the Quanrud Family and a \$100 donation from George Quinn to the Big Lake Police Department. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7A.i. Spud Fest Event Update and Reserve Officer Recognition (originally listed as item 7F)

Sean Rifenerick provided an update of the 2010 Spud Fest event and thanked the Big Lake Reserve Officers for the service they provide to the City.

7B. Holiday Big Lake 1st Addition – Preliminary Plat, Conditional Use Permits and Site/Building Plan Review

Katie Larsen reviewed the planners report for the development application submitted by Holiday Stationstores, Inc. for consideration of the reconstruction of the Holiday Station located at 281 Jefferson Blvd. The application involves Conditional Use Permits for a convenience store with gas sales, a car wash, electronic signage, impervious surface limits, and outdoor sales and services, Preliminary Plat for the combination of Lots 1 – 8, Block 5 of Brown's Addition, Downtown Design Guidelines, and site/building plan review.

Dave Edquist from Holiday Stationstores reviewed the proposed timeline for completion of the project and indicated that construction might possibly be moved up to occur during construction of the Hwy 10/25 intersection improvements.

Council Member Danielowski motioned to approve Resolution No. 2010-49 approving Preliminary Plat, Conditional Use Permits, and Site/Building Plan Review for Holiday Big Lake 1st Addition. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7C. Town Square Mall – Conditional Use Permit for Joint Facility Parking

Katie Larsen reviewed the planners report for the development application submitted by Inland Commercial Property Management for consideration of a Conditional Use Permit for Joint Facility Parking at Big Lake Town Square mall located at 726 Martin Avenue. The original proposal for the retail/office users in the mall and parking requirements were calculated for retail use only. The City has received an application for a new sit-down restaurant at the mall which will require approval of the Joint Facility Parking Conditional Use Permit.

Rick Plessner from Inland Real Estate discussed new lease agreements at the mall and indicated that No. 1 China is expected to finish construction within 90 days.

Council Member Heitz motioned to approve Resolution No. 2010-50 approving a Conditional Use Permit for Joint Facility Parking at the Town Square Mall located at 726 Martin Avenue. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. Ordinance Amendment – Alternative Energy Systems

Katie Larsen reviewed the planners report to consider an alternative energy source ordinance. Larsen noted that the City currently has in place ordinances for Wind Energy Conversion Systems (WECS) and Outdoor Wood Burners (OWB). Larsen explained that the new code language would allow for two other popular alternative energy sources which are geothermal and solar.

Council Member Heitz motioned to approve Ordinance No. 2010-03 amending Chapter 10 of the Big Lake City Code regarding alternative energy systems and approve Resolution No. 2010-51 authorizing Summary Publication of Ordinance No. 2010-03. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7E. Ordinance Amendment – Zoning Code and Sign Ordinance Text Amendments

Katie Larsen reviewed the planners report for housekeeping text amendments relating to various sections of the City Code. Gina Wolbeck reviewed the Solicitor/Peddler Ordinance that regulates individuals who go door-to-door within the City limits.

Council Member Danielowski motioned to approve Ordinance No. 2010-04 establishing

amendments to the Big Lake Zoning and Sign Ordinance and approve Resolution No. 2010-52 authorizing Summary Publication of Ordinance No. 2010-04. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7G. Project Status Report – City Engineer

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

Council Member Langsdorf motioned to authorize the sale of the BP Amoco signage. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council asked for clarification on a reimbursement payment to Jim Thares. Scott Johnson indicated that the reimbursement payment is for a six month time period. Jim Thares also noted that the reimbursement request is itemized per item. Council directed that staff should be submitting reimbursement requests at least monthly and that dues and training costs should be paid through accounts payable.

Council Member Heitz motioned to approve the List of Claims ranging from Check No. 58868 through Check No. 59001 with the exception of Check No's. 58872 and 58957 for separate consideration, and Electronic Payments #1118E to #1136E. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8B. Consider AutoStop Payment in the Amount of \$1,639.78

Council Member Heitz motioned to approve payment of Check No. 58872 in the amount of \$1,639.78 payable to AutoStop, Inc. Seconded by Council Member Backlund, vote passed with 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.

8C. Consider J.C. Auto Body Payment in the Amount of \$457.20

Council Member Heitz motioned to approve payment of Check No. 58957 in the amount of \$457.20 payable to J.C. Auto Body. Seconded by Council Member Langsdorf, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Backlund, Heitz, Kampa, and Langsdorf voting aye and Council Member Danielowski abstaining. Motion carried.

9. ADMINISTRATOR'S REPORT

Scott Johnson provided an update on the funding secured for the proposed Community Reader Board Sign. Johnson noted that the City is within \$8,500 of the original goal.

Sean Rifenberick informed Council of a \$1,000 donation received from the Big Lake American Legion for the Big Lake Night Out Event scheduled on August 6th at the Big Lake Fire Station.

Council Member Danielowski motioned to approve Resolution No. 2010-53 accepting a \$1,000 donation from the Big Lake American Legion for the Big Lake Night Out event. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Corey Boyer provided an update on the Marketplace/Dynamics Letters of Credit issue. Staff continues to stay in contact with their lender. The developer has been granted an extension on their commitments until early October 2010. Council Member Danielowski asked that this item be included on the August Workshop Agenda.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Discussed the Park Advisory Boards request to allow a vendor to operate at Lakeside Park. Mike Goebel reviewed discussions he has had with various vendors and communities that administer larger parks. Council directed staff to contact Klein Bank about cleaning up their vacant property at the intersection of CR 43 and Hwy 10.

Council Member Danielowski: Reviewed the bid opening for the NSP rehab projects. Council Member Danielowski also discussed the barricades located in the sidewalk area along Hwy 10 near Powell, crack filling along CR 5, State Primary information, and Supreme Court findings regarding variance applications.

Council Member Heitz: Directed staff to contact the church about the fence condition by the ice rinks. Discussion was held on the Lake Shopping Center landscaping area that needs to be cleaned up. Council Member Heitz also discussed the possible need for a lake tour this year. Staff and Council decided that a lake tour would be needed in 2011.

Mayor Kampa: Asked City Department Heads to inform their staff of the upcoming Employee Appreciation Picnic.

Council Member Langsdorf: Discussed the July Planning Commission Meeting.

11. OTHER

Council Member Heitz motioned to recess the regular meeting to go to Closed Session at 8:45 p.m. to discuss Labor Negotiations Strategy allowed per MS 13D.03. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

12. CLOSED SESSION – Labor Negotiations Strategy (MS 13D.03)

Mayor Kampa noted that Closed Session started at 8:55 p.m.

Council Members present: Dick Backlund, Raeanne Danielowski, Chuck Heitz, Lori Kampa, and Duane Langsdorf. Also present: City Administrator Scott Johnson, Police Chief Sean Rifenberick, and City Clerk Gina Wolbeck.

Johnson and Rifenberick updated Council on Labor Strategy Negotiations held with LELS. No action was taken by Council during Closed Session.

Council Member Langsdorf motioned to close the Closed Session and reopen the regular meeting at 9:33 p.m. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

13. ADJOURN

Council Member Heitz motioned to adjourn at 9:34 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 08/11/10