

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
SEPTEMBER 22, 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, City Engineer Brad DeWolf of Bolton & Menk, Inc., and City Building Official Ron Wasmund of Inspectron, Inc.

**4. OPEN FORUM**

Mayor Kampa opened the Open Forum at 7:01 p.m.

District 16B Representative Mary Kiffmeyer provided a Legislative update.

Mayor Kampa closed the Open Forum at 7:10 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 Heitz 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 September 8, 2010, 6B) Set Council Gathering for the September 29, 2010 Xcel Energy 2010 Civic and

Business Leader Meeting at the Monticello Community Center, 6C) Approve Non-Waiver of Statutory Limits for the City's Liability Insurance Renewal, 6D) Approve Police Officer Termination of Employment, 6E) Accept Public Works Employee Resignation, 6F) Approve Amendment to Resolution 2010-45 Greater MN Housing Fund Borrowing Authorization, 6G) Approve Resolution No. 2010-67 authorizing Submittal of Tri-CAP Small Cities Development Program Grant Application, and 6H) Approve Amendment to NSP Rehab Contract with Merit Building Company.

## **7. BUSINESS**

### **7A. League of MN Cities DVD Presentation – Outside the Ox**

A 12 minute DVD that was produced by the League of MN Cities relating to City budgets and services was broadcast.

### **7B. Call for Sale of G.O. Bonds Series 2010A and 2010B**

Corey Boyer reviewed the General Obligation Bond information for Series 2010A and 2010B. G.O. Improvement Bond Series 2010A will be a \$3,590,000 issuance for the improvements to the Meadows of Big Lake and to restructure the Series 2003A Improvement Bonds. The Meadows of Big Lake bonds are \$270,000 and the restructure of 2003A is \$3,320,000. Boyer noted that this restructure will allow for a more manageable overall debt levy starting in 2011.

Series 2010B will be a \$1,090,000 General Obligation Taxable Temporary Tax Increment Bond which the proceeds will be used to pay off the Interfund loan approved in December 2005 between TIF District 1-4 and the City's Sanitary Sewer Fund. Proceeds from this Interfund loan were used to acquire the various parcels for redevelopment at the corner of CR 5 and Highway 10. Boyer also noted that staff is recommending the City issue temporary bonds to allow for limited interest costs in case a buyer does come forward in the next couple of years. If the property is not sold by November 15, 2013, the City will need to reissue bonds to refund this bond series.

Council Member Danielowski motioned to approve Resolution No. 2010-68 providing for the sale of \$3,590,000 G.O. Improvement Bonds, Series 2010A and to approve Resolution No. 2010-69 providing for the sale of \$1,090,000 G.O. Taxable Tax Increment Bonds, Series 2010B. Seconded by Council Member Heitz, unanimous ayes, motion carried.

### **7C. Complete Streets Policy Update**

Katie Larsen discussed the possible implementation of a Complete Streets Policy. Larsen explained the recently passed Complete Streets Legislation which requires the MN Department of Transportation to work with communities and stakeholders to ensure all

needs are considered for state road projects, removing barriers and simplifying road design to allow cities and towns the flexibility to create safer roads for all their users. Larsen noted that this will allow communities to put into place policies that lead to environments that encourage increased physical activity and more walking and biking which will help to improve the overall health and well-being of Minnesotans. Larsen also noted that the work on this policy can be done in-house and that an outside consulting firm will not be required.

Council Member Danielowski motioned to direct staff to proceed with drafting a simplified version of a Complete Streets policy for the City of Big Lake. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

#### **7D. Hwy 10/25 Intersection Improvement Project – Bid Update**

Brad DeWolf reviewed the bids received on the Highway 10/25 Intersection Improvement Project. Five bids were submitted ranging from a high bid of \$2,069,457.04 to the low bid of \$1,729,760.49. The low bid was submitted by Hardrives, Inc. from Rogers, MN and the MN Department of Transportation Civil Rights Office will be reviewing the bids for compliance with the required Disadvantaged Business Enterprise goals set for the project. DeWolf noted that if the review is completed prior to the October 13<sup>th</sup> Council Meeting, there could be the potential for a Special Council Meeting.

#### **7E. DONATION – Elk River Lions Club**

Scott Johnson discussed the \$1,000 donation the Elk River Lions Club submitted for the proposed Reader Board sign. Johnson also explained that the Elk River Lions Club might be interested in providing future funds for this project at a later time.

Council Member Heitz motioned to approve Resolution No. 2010-70 accepting a \$1,000 donation from the Elk River Lions Club to be used for the proposed reader board sign. Seconded by Council Member Backlund, unanimous ayes, motion carried.

#### **7F. Engineering Update**

Brad DeWolf reviewed the September Engineering Update and answered questions from the City Council.

#### **7G. Building Inspection Update**

Ron Wasmund reviewed the September Building Inspections Update and answered questions from the City Council. Council requested that future reports include the number of new construction permits issued up to the date of the report.

**8. LIST OF CLAIMS**

8A. Consider List of Claims

Scott Johnson explained that in discussions with Shirlee Heitz, it was clarified that the payment made by the City (Check No. 59384, \$1,000) will not financially benefit Council Member Heitz or a member of his immediate family. The \$1,000 escrow dollars paid by the City (buyer) for the NSP property purchase will be kept by Edina Realty, not by the real estate broker (Shirlee Heitz). The only funds that Shirlee Heitz will receive will be her commission payment due at closing which is solely paid by the seller of the property. Staff recommended Council Member Heitz have full voting authority for this payment.

Council Member Danielowski motioned to approve the List of Claims ranging from Check No. 59283 through Check No. 59400 with the exception of Check No. 59350 for separate consideration, and Electronic Payment #1176E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

8B. Consider AutoStop Payment in the Amount of \$236.11

Council Member Heitz motioned to approve payment of Check No. 59350 in the amount of \$236.11 payable to AutoStop, Inc. Seconded by Council Member Danielowski, 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 Edina Realty Payment in the Amount of \$1,000.00

Check No. 59384 was approved during approval of the List of Claims.

**9. ADMINISTRATOR'S REPORT**

Jim Thares discussed the GMHF Funding Borrowing resolution that is required by the title company examiner.

Council Member Heitz motioned to approve Resolution No. 2010-71 authorizing the borrowing of GMHF funding and execution of all required loan draws and/or funding documents for acquisition/rehabilitation/redevelopment projects located at 180 Eagle Lake Road South, 1120 Powell Street North and 5647 Loon Drive. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

**10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Council Member Backlund: Discussed the report provided by the Building Official and indicated that he liked the format of the monthly update.

Council Member Danielowski: Reviewed the September EDA Meeting and Community Education Advisory Board Meeting. Council Member Danielowski also discussed the vendor that will be selling locally grown produce at the Lake Shopping Center parking lot. Danielowski also reviewed the Strong Towns meeting she attended with City Planner Katie Larsen and asked for Council feedback on inviting this group to present at a joint workshop with the EDA and Planning Commission. The general consensus of the Council was that this type of presentation would be beneficial for all committees to experience. This group will be invited to a workshop in 2011.

Jim Thares reviewed weatherization and energy assistance programs offered through Tri-CAP. Thares indicated that contact information will be available on the City website and cable channel.

Council Member Heitz: Discussed the committee meeting with County officials relating to improvements to CR 43 and the City's concern with pedestrian safety near the rail crossing. Council Member Heitz also discussed Northstar transportation for Twin's play-off games and encouraged the Chamber of Commerce to continue with the annual Block Party due to its success.

Mayor Kampa: Congratulated the Chamber of Commerce on a successful Block Party event. Mayor Kampa also discussed the Movie in the Park event held on September 18<sup>th</sup>.

Council Member Langsdorf: Reviewed the developer/lender meeting held for the Marketplace and Hudson Woods Developments.

**11. OTHER** – No other.

**12. ADJOURN**

Council Member Heitz motioned to adjourn at 8:11 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck  
Clerk

Date Approved By Council 10/13/10