

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 27, 2008**

1. CALL TO ORDER

Mayor Don Orrock 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, Chuck Heitz, Lori Kampa, Patricia May, and Don Orrock. Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, Police Chief Sean Rifenerick, Fire Chief Tony Eisinger, City Attorney Soren Mattick of Campbell Knutson, and City Engineer Brad DeWolf and Jared Voge of Bolton & Menk, Inc.

4. OPEN FORUM

Mayor Orrock opened the Open Forum at 7:01 p.m. No one came forward. Mayor Orrock closed the Open Forum at 7:02 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Kampa motioned to approve the Consent Agenda as presented. Seconded by Council Member Heitz, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of August 13, 2008, 6B) Approve Purchase of Mobile Column Lifts, 6C) Approve Annual Transfers to Debt Service Funds, 6D) Approve Resolution No. 2008-74 approving Decertification of Parcel from TIF District No. 1, 6E) Approve Election Judge Appointment Amended Resolution No. 2008-69, and 6F) Approve Transfer to Account for Bad Debt Expense.

7. BUSINESS

7A. Big Lake Library Discussion

Corey Boyer reviewed the proposed relocation of the Big Lake Public Library to the site located at 790 Minnesota Avenue which is owned by John Weicht from Big Lake Development, LLC. Staff discussed the draft lease agreement presented to Council and indicated that the lease space will consist of 6,984 square feet. Mr. Weicht is proposing a \$10.00 per square foot base rent totaling \$5,820 per month for a five-year term. Build-out would begin after the lease agreement is executed, with an expected library relocation in January 2009.

Council noted that the library relocation is a joint venture between the City and Big Lake Township. Council also directed staff to confirm the exact square footage of the lease space. Discussion was also held on potential renovations of the old library space for the relocation of the food shelf and senior facility. Staff indicated that no plans are in place, but discussion will be held after final Council approval of the library relocation.

Council Member Kampa motioned to authorize the Mayor and City Administrator to enter into a five year lease agreement with Big Lake Development, LLC for the relocation of the Big Lake Public Library, authorize the City Attorney to finalize the agreement, and direct staff to confirm square footage of the lease space prior to execution of the Agreement. Seconded by Council Member May, unanimous ayes, motion carried.

7B. Project Status Report – City Engineer

Brad DeWolf reviewed the August Project Status Report and answered questions from Council. Mr. DeWolf discussed the upcoming construction on the Highway 10/CR 5 Intersection Improvement Project and Council asked questions relating to the median locations, and the possibility of installation of new street lighting along Highway 10. Council also discussed the silt fencing, sidewalk maintenance, and trimming of shrubbery at the Esplanade Project, and directed staff to contact Vision Bus seeking their support for the installation of stoplights near the Marketplace Development. Council also informed staff of stoplight crossing damage at the Highway 10/Highway 25 intersection.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Backlund questioned why City taxpayers are paying to feed the fire fighters food during a fire call. Tony Eisinger explained that their department had an early morning house fire call and that funds are designated in the fire department budget to

provide necessary meals to the department during long public safety calls. Sean Rifenberick noted that the Volunteer Reserve Program also has this type of funding built into the Police Department Budget and that there are times when the need arises to provide nourishment to reserve officers while they are on duty. Scott Johnson asked for Council feedback on if staff should draft a policy on staff meals. The general consensus of the Council was that if funds are budgeted for these types of meals, a policy is not necessary.

Council Member Heitz motioned to approve the List of Claims ranging from Check No. 54305 through Check No. 54401 with the exception of Check No. 54326 for separate consideration. Seconded by Council Member Kampa, unanimous ayes, motion carried.

8B. Consider Audio Communications Payment in the Amount of \$791.30

Council Member Heitz motioned to approve payment of Check No. 54326 payable to Audio Communications. Seconded by Council Member Kampa, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Heitz, Kampa, May, and Orrock voting aye and Council Member Backlund abstaining. Motion carried.

9. **ADMINISTRATOR'S REPORT** - No report given.

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

Council Member Heitz: Discussed the August Transit Oriented Development Meeting and upcoming tour of the Chicago Commuter Rail System. Council Member Heitz also discussed the need for the City to conduct a "Tour of the Lakes" boat tour again this year and invite members of the Big Lake Community Lake Association to attend the tour. Mike Goebel reviewed projects the City has been working on around the lake areas.

Council Member Heitz motioned to set a Council Workshop on Wednesday, September 24, 2008 at 3:00 p.m. for the "Tour of the Lakes" boat tour on Big Lake and Mitchell Lake. Seconded by Council Member Kampa, unanimous ayes, motion carried.

11. **OTHER** - No other.

12. **ADJOURN**

Council Member Kampa motioned to adjourn at 7:34 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

09/10/08
Date Approved By Council