

**BIG LAKE CITY COUNCIL
WORKSHOP MEETING MINUTES
FEBRUARY 17, 2010**

1. CALL TO ORDER

Acting Mayor Heitz called the meeting to order at 6:05 p.m.

2. ROLL CALL

Council Members present: Dick Backlund, Raeanne Danielowski, Chuck Heitz, and Duane Langsdorf. Mayor Kampa arrived at 6:21 p.m. Also present: City Administrator Scott Johnson, Finance Director Corey Boyer, City Clerk Gina Wolbeck, Community Economic Development Director Jim Thares, Public Works Director Mike Goebel, Liquor Store Manager Jan Kostrzewski, City Attorney Soren Mattick, and City Engineer Brad DeWolf of Bolton & Menk, Inc.

3. PROPOSED AGENDA

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

4. BUSINESS

4A. Sherburne County Commissioner Ewald Petersen Update

County Commissioner Petersen provided an update on various projects underway in Sherburne County. Information provided related to 1) Street construction bids coming in substantially under budget, 2) Concerns relating to the proposed location of the 2020 Transmission Line Project, 3) Sherburne County Solid Waste, 4) Approval of a street crossing system at the intersection of CR 43 and Glenwood Avenue, 5) PCA Septic Rules, 6) LGA concerns, 7) Northstar Phase I and Phase II, 8) The MnDOT Park n' Ride lot, 9) The County providing a "Letter of Support" for the proposed Rail Park project, and 10) The potential for a quarter percent sales tax increase in Sherburne County.

4B. 2010 General Fund Budget Reductions

Based on feedback at the January Workshop, staff was directed to come back with a budget proposal to address the potential loss of approximately \$156,000 in LGA. Corey Boyer identified staff proposed budget adjustments which will cut an additional \$156,000 out of the budget; 1) Outsourcing the building inspections department which is expected to save a net amount of \$133,000 after the contracted building official budget is increased to reflect the reliance on the contractor for all building inspections activity, 2) Not hiring the part-time transcriptionist position in the police department which would save approximately \$10,000 in the budget, 3) Additional revenues of \$4,500 can be budgeted due to billings to the Township for police services in our shared taxing districts, and 4) Reduction of

professional service fees totaling \$8,500. Boyer also noted that if the cuts are implemented, the \$156,000 savings would not be fully realized until 2011. For 2010, the savings would be offset by one-time payments of accrued vacation and comp time, and unemployment. Staff is recommending that the one-time payments for 2010 be taken from reserves. Boyer noted that the City currently has approximately \$2M in reserves. Council discussed the difficult decisions that need to be made and that the layoffs are due to the Governor's projection of additional reduction to the City's LGA and MVHC. Staff and Council have identified areas within the City where activity has been significantly decreased which is why the Building Department has been identified for layoffs and outsourcing of services. Council also noted that other departments will be evaluated if additional State decreases occur. Council directed staff to provide a list of current services that are provided and to identify critical services that are necessary to continue to offer. Council also discussed the need to review Fire Department call response needs. Discussion will be held at the next Fire Board Meeting followed by a Joint Meeting of the City and Township if needed.

Council directed staff to begin negotiations with Inspectron, Inc. to provide all building department services.

4C. 2010 Council Goals and Priorities Review

Scott Johnson reviewed a draft of the 2010 Council Goals and Priorities that were discussed at the December 16th Goal Setting Session. Council previously asked that the Goals and Priorities be readdressed at the February Workshop prior to final Council adoption.

4D. Building Permit Fee Discussion

Corey Boyer reviewed discussions of the Fee Committee who have been discussing the City's building permit fees. Council Member Heitz reviewed the committee's plan for collecting building permit fees. Heitz noted that once the builder has fulfilled all requirements, the City would return \$4,000 of the permit fee through a release of escrow process. At that time, the City would borrow from reserves to payback SAC/WAC. When property taxes are paid on the property, the City would then do an internal transfer to replenish the reserves. Heitz also noted that the escrow plan would only be for a four month timeframe. Heitz requested that this concept be brought to the February 24th Council Meeting for a vote.

5. OTHER

Council Member Danielowski discussed the “Bean Counter” display that the League of MN Cities is offering for use at the Chamber of Commerce Expo.

6. ADJOURN

Council Member Heitz motioned to adjourn at 7:51 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck
City Clerk

02/24/10
Date Approved By Council