

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 14, 2005**

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: Chuck Heitz, Lori Kampa, Duane Langsdorf, Patricia May, and Don Orrock. Also present: City Administrator Patrick Wussow, Assistant City Administrator Scott Johnson, Finance Director Corey Boyer, Community Economic Development Director Jim Thares, City Clerk Gina Wolbeck, City Attorney Matthew Brokl of Campbell Knutson, City Engineer Brad DeWolf and Jared Voge of Bolton & Menk, Inc. and City Planner Nate Sparks of Northwest Associated Consultants, Inc. (NAC).

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

6. CONSENT AGENDA

Council Member Kampa motioned to approve the Consent Agenda with the removal of items 6C and 6I for separate consideration. Seconded by Council Member Heitz, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Meeting Minutes of August 24, 2005; 6B) Approve List of Claims; 6D) Approve Lawful Gambling Permit

Resolution #2005-120 for the Big Lake Sno-Cruisers at Trails Grill & Sports Bar; 6E) Approve Preliminary 2006 Tax Levy Resolution #2005-121; 6F) Approve Donation Resolution #2005-122 to the Big Lake Fire Department; 6G) Authorize Contract Renewal with the MN Counties Insurance Trust; 6H) Adopt Elected Official Out-of State Travel Policy; 6J) Authorize Purchase of Public Works Vehicles and Equipment for Cab/Chassis; 6K) Authorize Not Waiving Statutory Limits for the City's Liability Insurance; 6L) Approve an Operation Transfer in the amount of \$62,034.27 from the General Fund to Close Out the City Hall Remodeling Capital Project Fund; 6M) Approve Budget Adjustments for the 2005 Budget; 6N) Approve Joint Orderly Annexation Agreement Resolution #2005-06 for the Gramsey 59.82 Acre Parcel, and 6O) Call for a Special Council Gathering on September 27, 2005 at 5:30 p.m. at City Hall for the Big Lake Chamber of Commerce September Meeting.

6C) Approve AutoStop Payment

Council Member Heitz motioned to approve the Autostop payment in the amount of \$697.89 for Police and Building Department Vehicle Maintenance. Motion seconded by Council Member Kampa, motion carried with a vote of 4 to 0 with 1 abstention with Council Members Heitz, Kampa, May, and Orrock voting aye and Council Member Langsdorf abstaining, motion carried.

6I) Approve Resolution Setting Truth in Taxation Hearing Date

Council Member Langsdorf motioned to approve Resolution #2005-123 setting the Truth in Taxation Hearing date of November 30, 2005 at 6:00 p.m. in the Big Lake City Council Chamber. Seconded by Mayor Orrock, unanimous ayes, motion carried.

7. BUSINESS

7A. Oak Glen Development Concept Review

Nate Sparks reviewed the planner's report for the PUD Concept Plan submitted as Oak Glen. The developer of this site is Dynamics Design & Land Company and they are proposing to construct 60 townhomes, 40 duplexes, and 52 single family lots on the 44 acre site located south east of the Hudson Woods subdivision. Mr. Sparks discussed the current zoning designation of FRD and identified the proposed land use as R-3 and R-2.

Jim Brown, representing Dynamics, addressed Council with a Conceptual Plan Summary of the proposed development which outlined plan design, accesses, and lot sizes.

Marlon Glines, representing Dynamics discussed Right-of-Way requirements and the financial impact of the 80 foot Right-of-Way. Mr. Glines also reviewed the substandard types of trees that are located at this site.

Bill Watkins, representing Home Builders Network reviewed architectural features, and housing types.

Council Member Heitz discussed cul-de-sac locations, conservation of trees, higher quality homes located in the northern section of the site, and required garage standards.

Mayor Orrock discussed easements, and re-alignment of the road located in the northern section of the site to accommodate higher quality homes in this area.

Council Member Langsdorf stated his concern that the layout of homes would resemble "barracks", and that the northside of the plat should have single-family homes. The developer identified that the townhomes in this area would be of high quality.

No action taken.

7B. Upcoming Council Meeting Discussion

Administrator Wussow reviewed upcoming meeting date additions and cancellations and asked for Council feedback on proposed workshops and cancellations.

Mayor Orrock identified the following dates for additional meetings all to be held at Big Lake City Hall: Personnel Workshop on September 28, 2005 at 5:30 p.m., Workshop on November 9, 2005 at 6:00 p.m. to discuss 2006 improvements, Joint Meeting on November 30, 2005 at 6:30 p.m. with the Township, County, and School Boards to discuss community issues, Truth in Taxation Meeting to be held on November 30, 2005 at 6:00 p.m., with the continuation hearing on December 6, 2005 if needed, and the Annual Committee Meeting to be held at Russell's on the Lake on December 7, 2005 at 5:00 p.m.

Mayor Orrock also identified that the November 23, 2005 and December 28, 2005 City Council Meetings would be cancelled.

Council Member Heitz motioned to set the additional meeting dates and cancel the 2nd meeting dates in November and December as identified by Council discussion. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8. ADMINISTRATOR'S REPORT

No comments.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Heitz: Asked the City Engineer for an update on the South Highway 10 Frontage Road Improvements. City Engineer Brad DeWolf informed Council that the Award of Contract has been disputed by the contractor, but that an agreement has been

reached. The contractor will concentrate on the portion of the project from Highway 25 to Eagle Lake Road South to ensure that the November 1, 2005 timeline is met. Upon completion of that section, they will begin work on the remaining section of Eagle Lake Road South to the current frontage road. Mr. DeWolf also gave an update on the Glenwood Avenue Improvements.

Council Member Kampa: Informed Council that there is a Building Committee Meeting on September 19th.

Council Member May: Informed Council that she has taken negative comments on the proposed Esplanade project regarding the installation of the fence.

10. OTHER

No other.

Mayor Orrock closed the regular meeting at 7:50 p.m.

11. CLOSED SESSION – Acquisition of Property Discussion

Mayor Orrock opened the Closed Session at 7:55 p.m.

Staff discussed the possible acquisition of portions of the properties identified as 65-494-0105, 65-510-0110, 65-510-0105, 65-510-0010, 65-514-0010, 65-401-0015, 65-420-0030, 65-401-0021, and 65-401-0025. Staff was directed to proceed with acquisition.

Mayor Orrock closed the Closed Session and reopened the regular meeting at 8:27 p.m.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 8:28 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

September 28, 2005
Date Approved By Council