

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 14, 2009**

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

**6. CONSENT AGENDA**

Council Member Langsdorf motioned to approve the Consent Agenda with the removal of item 6B for separate consideration. Seconded by Council Member Danielowski, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of September 23, 2009, 6C) Accept Police Secretary Resignation,

6D) Authorize Payoff of Lease for Fire Department Turnout Gear, 6E) Accept \$4,000 Grant from the MN Board of Water and Soil Resources and approve Contract for the Oak Savannah Prairie Restoration Project, 6F) Set Council Gathering at the November 14, 2009 Northstar Grand Opening Event located at the Big Lake Station Site, 6G) Approve Waiver of Temporary Use Fee and Building Permit Fee for the Northstar Grand Opening Event on November 14, 2009, 6H) Approve Resolution No. 2009-90 Accepting Funding Offer from MPFA for the Wastewater Treatment Plant Expansion Project, 6I) Approve Declaration of Official Intent for Construction of Well No. 8, 6J) Authorize Purchase of Residential Property through the NSP Grant Program, and 6K) Approve Weeds/Grass/Sidewalk Violation Ordinance No. 2009-11 and summary publication Resolution No. 2009-88.

6B) Approve Lawn Service and Snow Removal Contract with Carefree Lawn Service Council asked for clarification on the quoted amount. Mike Goebel confirmed that the quote submitted is for \$24.00 per hour, not per vehicle.

Council Member Heitz motioned to authorize the Mayor and Administrator to enter into a contract with Carefree Lawn Service to provide lawn maintenance and snow removal from sidewalks on an as needed basis until September 1, 2012. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

## **7. BUSINESS**

### **7A. PRESENTATION – Search and Find Emergency Responders**

Paul Zunker from Search and Find Emergency Responders (S.A.F.E.R.) presented information on their program which provides services to families or caregivers of children with special needs, people living with Alzheimer's, Dementia, or Traumatic Brain Injury. S.A.F.E.R. is a specialized search and rescue program that assists emergency responders in quickly locating its members. S.A.F.E.R. members wear a transmitter on their wrist or ankle 24 hours a day which helps ensure a safe return home. Zunker informed Council that a Big Lake resident has contacted their firm in need of their services. Zunker also discussed possible equipment the City would find useful in search and rescue cases. Chief Rifenberick noted that he will be discussing this equipment at an upcoming Workshop.

### **7B. School View Square Final Plat**

Katie Larsen reviewed the planners report for the Final Plat application for the School View Square project. The project consists of renovation and expansion of the existing multi-family apartment complex located at 680 and 750 Minnesota Avenue. The Final Plat will finalize the combination of the three existing parcels into one.

Council Member Heitz motioned to approve Resolution No. 2009-89 approving the Final Plat and Site/Building Plans for the project known as School View Square. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

#### **7C. Walking Audit 2009**

Katie Larsen reviewed the Walking Audit report conducted by City staff on September 24, 2009. The area focused on the downtown corridor from City Hall to the Northstar Station site.

#### **7D. Building Official Consulting Services Request for Proposal**

Jim Thares reviewed the proposed Request for Proposal (RFP) form for seeking bids for Building Official and related services. Council directed staff to draft an RFP for these services at their September 16<sup>th</sup> Workshop. Upon Council approval, the RFP's will be sent out to potential consultants and interested parties for a deadline date of November 10<sup>th</sup> at 4:00 p.m. Council questioned where the draft RFP was obtained from. Thares noted that the draft was obtained from the City of Waconia. Council clarified that the RFP requirements focus on Commercial/Industrial/Institutional building projects. Council also discussed the need for the insurance requirements to be higher. Discussion was also held on if the Building Official RFP should be tied to working with the City's internal Building Department staff.

Council Member Heitz motioned to table the Request for Proposal form for Building Official and related services until the October 16, 2009 Council Workshop. Seconded by Council Member Backlund, unanimous ayes, motion carried.

#### **7E. NSP Grant Amendment Update**

Jim Thares reviewed proposed amendments to the Neighborhood Stabilization grant program (NSP). The amendments include adding a Redevelopment activity component and to reallocate funding among the three current NSP activities. Thares noted that the amendments are necessary due to the pattern the City is acquiring some of the very worst properties in the City and indicated that the most conscientious approach is to demolish the homes. The revised budget includes 1) DPA Loans = \$25,000, 2) Demolition = \$70,000, 3) Acquisition Rehab = \$367,500, and 4) Redevelopment = \$395,397. Thares also reviewed the demotion timeline for the structures located at 210 Powell Street and 920 Nicollet Avenue. Demolition is expected to be completed by late October.

**8. LIST OF CLAIMS**

8A. Consider List of Claims

Council Member Danielowski motioned to approve the List of Claims Check Payments ranging from Check No. 57042 through Check No. 57161 with the exception of Checks #57075 and #57078 for separate consideration, and Electronic Payments #881E to #889E. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8B. Consider Audio Communications Payment in the Amount of \$507.66

Council Member Heitz motioned to approve payment of Check No. 57078 in the amount of \$507.66 payable to Audio Communications, Inc. Seconded by Council Member Danielowski vote passed with a vote of 4 to 0 with 1 abstention with Council Members Danielowski, Heitz, Kampa, and Langsdorf, voting aye and Council Member Backlund abstaining. Motion carried.

8B. Consider AutoStop Payment in the Amount of \$672.99

Council Member Heitz motioned to approve payment of Check No. 57075 in the amount of \$672.99 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, Heitz, Kampa, and Danielowski, voting aye and Council Member Langsdorf abstaining. Motion carried.

**9. ADMINISTRATOR'S REPORT**

Scott Johnson discussed the upcoming Becker/Big Lake Ice Association meeting that will be attended by the Senate Capital Investment Committee on October 26, 2009. Both Council representatives who sit on this board have been invited to attend this meeting to represent the City of Big Lake. If Council would like attend as a full Board, a Special Gathering would need to be set for this date.

Council Member Danielowski motioned to set a Special Council Gathering on Monday, October 26, 2009 in the City Council Chambers at 9:45 a.m. for the Senate Capital Investment Committee Meeting scheduled with the Becker/Big Lake Ice Association. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Sean Rifenberick also informed the public about a potential alarm system phone scam where the caller identifies themselves as from the City of Big Lake. Chief Rifenberick asked concerned residents to contact the Police Department if they receive this type of phone call.

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

Council Member Backlund: Reviewed the 3<sup>rd</sup> Quarter Fire Board Meeting.

Council Member Heitz: Discussed the October EDA Meeting. Council Member Heitz also provided information on Northstar train tickets, scheduling options, and the upcoming TOD Workshop.

Council Member Heitz motioned to set a Special Council Gathering on Wednesday, October 21<sup>st</sup> at 4:30 p.m. in the City Council Chambers for the Transit Oriented Development Workshop. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Mayor Kampa: Reviewed the Fire Relief Association Meeting. Mayor Kampa also discussed the Rachel's Challenge program scheduled at the Big Lake High School on October 23<sup>rd</sup>.

Council Member Danielowski motioned to set a Special Council Gathering on Friday, October 23<sup>rd</sup> at 9:15 a.m. in the Big Lake High School Gymnasium for the Rachel's Challenge program. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Council Member Langsdorf: Reviewed the October Planning Commission Meeting.

## **11. OTHER**

Council Member Langsdorf motioned to recess the regular session at 7:59 p.m. to go to Closed Session for item 12. Labor Negotiations Strategy allowed under MN Statute 13D.03. Seconded by Council Member Backlund, unanimous ayes, motion carried.

## **12. CLOSED SESSION – Labor Negotiations Strategy**

Mayor Kampa opened the Closed Session at 8:09 p.m.

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

Scott Johnson updated Council on the status of negotiations with LELS. No action was taken by Council during Closed Session.

Council Member Backlund motioned to close the Closed Session and reconvene the regular meeting at 8:36 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Council Member Heitz motioned to approve the 2009 LELS Contract as proposed.

Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

**13. ADJOURN**

Council Member Langsdorf motioned to adjourn at 8:37 p.m. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

Gina Wolbeck  
Clerk

10/21/09  
Date Approved By Council