

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

JULY 27, 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, Public Works Director Mike Goebel, Police Chief Sean Rifenberick, Assistant Fire Chief Randy Miller, Building Inspector Sam Rudd, City Building Official Fred Patch of Northwest Inspection Services, Sorren Mattick from the City Attorney's Office 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 Heitz, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Langsdorf motioned to approve the Consent Agenda with the removal of items

6O, and 6R for separate consideration, and the removal of item 6G - Approve Appointing Officer M. Pearson to Patrol Sergeant. Seconded by Council Member Kampa, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Meeting Minutes of July 13, 2005; 6B) Approve Workshop Meeting Minutes of July 13, 2005; 6C) Approve Special Council Meeting Minutes of July 18, 2005; 6D) Approve List of Claims; 6E) Approve Big Lake Police Department WMD Mutual Aid Resolutions #2005-99 and #2005-100; 6F) Approve New Police Department Patch Design; 6H) Authorize Advertising and Hiring for Two Police Officer Positions; 6I) Approve Use of City Land at the New Water Treatment Plant for a Walking/Running Path; 6J) Approve Purchase of Liquor Store Building; 6K) Approve City Customer Service Brochure; 6L) Approve Feasibility Authorization Resolution #2005-101 for 2006 Improvement Projects; 6M) Approve Bid Award Resolution #2005-102 for the South Highway 10 Frontage Road Improvements; 6N) Approve Bid Award Resolution #2005-103 for the Westside Trunk Utility Project; 6P) Approve Resolution #2005-104 Authorizing Condemnation for Waste Water Treatment Plant Expansion, and 6Q) Approve Amendment to City Personnel Policy to include Cell Phone Use Policies.

6O) Approve Ordinance Amendment 2004-34 and Summary Publication Resolution to include a Conduit Debt Financing Fee

Council Member Langsdorf motioned to approve Ordinance Amendment 2004-34 and Summary Resolution #2005-105 to include a ½% Conduit Debt Financing Fee. Seconded by Mayor Orrock, motion passed with a vote of 4:1 with Council Members Heitz, Langsdorf, May, and Orrock voting aye, and Council Member Kampa voting nay, motion carried.

6R) Approve Expenditure for Distribution of a Citizen Survey

It was the general consensus of the Council to have this expenditure included in the 2006 budget.

7. BUSINESS

7A. PUBLIC HEARING – Vacation of 166th Street

Nate Sparks reviewed the planners report for the vacation petition of part of 166th Street NW. The petition was submitted by Dynamics Design & Land Company to vacate approximately 366 feet of 166th Street in the Big Lake Marketplace plat in order to move the major intersection from 166th Street to 168th Street. The vacation would eliminate the 166th Street access.

Mayor Orrock opened the public hearing at 7:10 p.m.

Pete Ahrens; 19624 – 166th Street – Stated that he is in favor of the vacation for public safety concerns, but is concerned about interruptions to his utilities.

Jim Brown; Dynamics Design & Land Company – Stated that the developer will work with Mr. Ahrens and the utility company during the transition to ensure adequate services are provided.

Council Member Langsdorf motioned to close the public hearing at 7:12 p.m. Seconded by Council Member Heitz, unanimous ayes, motion carried.

Council Member Heitz motioned to approve Resolution #2005-106 providing for the vacation of 166th Street NW from US Highway 10 to 198th Avenue. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7B. Final Plat for Big Lake Marketplace 3rd Addition

Nate Sparks reviewed the planners report for the Big Lake Marketplace 3rd Addition Final Plat application submitted by Dynamics Design & Land Company. The proposed final plat contains approximately 65 acres of land located east 172nd Street and south of US Highway 10. The plat consists of six commercial lots and three outlots and is zoned partially I-1 and B-3. Mr. Sparks also identified that the access to Highway 10 at 168th Street should remain closed until the vacated access at 166th Street is removed.

Council Member Langsdorf motioned to approve Resolution #2005-107 approving the Final Plat of Big Lake Marketplace 3rd Addition and setting forth conditions to be met prior to release of the Final Plat. Seconded by Council Member Heitz, unanimous ayes, motion carried.

7C. PUBLIC HEARING – Trails Bar & Grille Liquor License Application

Gina Wolbeck discussed the liquor license application received from Tim and Tami Cox for their proposed establishment located at 726 Martin Avenue, Suite 116 in the Big Lake Town Square retail center. The applicants are proposing a 4,341 square foot bar/grill type of establishment with approximately 161 spaces for seating. The applicants have submitted a complete application along with the required pro-rated fees. A satisfactory background investigation has been conducted and upon Council approval, staff will forward on the liquor license approval to the State upon receipt of an acceptable insurance certificate. The applicant has indicated a start date of October 1st so the proposed effective dates of the licenses would be October 1, 2005 through March 31, 2006.

Mayor Orrock opened the public hearing at 7:15 p.m. No one came forward.

Council Member Heitz motioned to close the public hearing at 7:16 p.m. Seconded by Council Member Kampa, unanimous ayes, motion carried.

Council Member Kampa motioned to approve Resolution #2005-108 approving new On-Sale and Sunday liquor licenses for Trails Grill and Sports Bar, LLC located at 726 Martin Avenue, Suite 116, Big Lake, MN pending receipt of all required documentation. Seconded by Council Member Heitz, unanimous ayes, motion carried.

7D. Blight Management Presentation – City Building Official

Fred Patch reviewed the 2005 Blight Management report and identified the current status of non-compliant properties in the City.

Council Member Heitz motioned to authorize the City Administrator to send a card of thanks to all residents who have attained compliance with city ordinance violations, and directed the City Administrator, staff, and City Attorney to continue enforcement action to attain full Ordinance compliance on remaining violation properties. Seconded by Council Member Kampa, unanimous ayes, motion carried.

7E. Project Status Report – City Engineer

Brad DeWolf reviewed the July 19, 2005 Engineers Report.

7F. 2005 Second Quarter Department Reports

The following individuals reviewed their department's 2005 second quarter reports and answered questions of the Council: 1) Finance Director Corey Boyer - Finance Department and Administration; 2) Public Works Director Mike Goebel - Public Works Department; 3) Liquor Store Manager Jan Kostrzewski- Liquor Store (memo only); 4) Randy Miller – Assistant Fire Chief; 5) Sean Rifenberick – Police Chief; 6) Sam Rudd - Building Department, and 7) Economic Development Director Jim Thares - Economic Development.

7G. Glenwood Reconstruction Project Modification

Brad DeWolf discussed a request from area property owners for the City to consider an alternate design that would allow storm water to infiltrate instead of flowing directly to the lake without treatment. Mr. DeWolf proposed that the design of the 400 block of Crescent be modified per the City Engineers memo dated July 19, 2005 to allow for increased storm water treatment prior to the storm water entering the lake. Mr. DeWolf reviewed rain garden areas and informed Council that the resident will be responsible for maintaining the areas adjacent to their properties.

Council Member Heitz motioned to approve project modification to the Glenwood Avenue reconstruction project per recommendations made by the City Engineer to allow for increased storm water treatment prior to the storm water entering the lake. Seconded by Mayor Orrock, unanimous ayes, motion carried.

7H. Assessment of SAC/WAC Charges for Trails Grill & Sports Bar
(item moved before item 7E)

Corey Boyer reviewed the new request from Oppidan Construction for assessment of SAC/WAC fees for the Trails Grill & Sports Bar site located at the Big Lake Town Square retail center. The developer has proposed to have the fees broken out into four equal installments with the first installment due at time of building permit, and the remaining three installments assessed to the property and paid over a three-year term.

Council Member Kampa motioned to authorize the City Attorney to finalize an Assessment Agreement for SAC/WAC charges for KTJ Limited Partnership in the amount of \$58,500 for 3 years at a 5.25% interest rate and to authorize the Mayor and City Administrator to execute the agreement upon completion, and to approve the developer to prove out SAC/WAC fees for the Trails Grill & Sports Bar project after one year of use for re-evaluation of the fees. Seconded by Council Member May, unanimous ayes, motion carried.

7I. Professional Services Fee to Mahler & Associates for Big Lake Plaza Redevelopment Project

Scott Johnson discussed the proposed architectural services for the redevelopment of Big Lake Plaza for the relocation of the Municipal Liquor Store. Assistant Administrator Johnson also reviewed additional quotes received relating to the redesign of the parking lot, civil engineering, and surveying services.

Council Member Kampa motioned to authorize staff to enter into an agreement with Mahler & Associates for professional architectural services relating to the redevelopment of Big Lake Plaza. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8. ADMINISTRATOR'S REPORT

Administrator Wussow presented Council with a list of invitees of the upcoming Bus Tour scheduled on August 24, 2005. Administrator Wussow also informed Council that Representative Mark Olson will more than likely be in attendance at the August 10th Council Meeting to give a Legislative update.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Heitz: Reviewed the EDA Meeting highlights. Council Member Heitz also discussed the new Coborn's site and stated that it is a great addition to the City of Big Lake. Council Member Heitz also announced the upcoming groundbreaking ceremonies for Industrial Molded Rubber and White Bear Clothing in the Big Lake Industrial Park East.

Council Member Kampa: Reviewed the recent Public Safety Meeting. Council Member Kampa also informed residents that November 2nd is National Night Out.

Council Member Langsdorf: Reviewed the Planning Commission Meeting.

10. OTHER

No other.

11. ADJOURN

Council Member Langsdorf motioned to adjourn at 8:14 p.m. Seconded by Council Member May, unanimous ayes, motion carried.

Clerk

Date Approved By Council _____