

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 12, 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 Planner Annie Deckert, Sorren Mattick from the City Attorney's Office of Campbell Knutson, and Jared Voge from the City Engineer's Office of Bolton & Menk, Inc.

**4. OPEN FORUM**

Mayor Orrock opened the Open Forum at 7:01 p.m. 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 Heitz motioned to approve the Consent Agenda with the removal of item 6J for separate consideration. Seconded by Council Member Langsdorf, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Meeting Minutes of September 28, 2005; 6B) Approve Workshop Meeting Minutes of September 28, 2005; 6C)

Approve List of Claims; 6D) Approve Resolution #2005-128 approving 2005 Therapeutic Massage License; 6E) Approve Resolution #2005-129 for Liquor License Violation; 6F) Approve Employment Status Change – Assistant City Administrator; 6G) Approve Resolution #2005-130 Calling for a Public Hearing for the Glenwood Avenue, Hudson Street, and Mount Curve Improvements; 6H) Approve Resolution #2005-131 Calling for a Public Hearing for the South Highway 10 Frontage Road Improvements, and 6I) Approve Joint Orderly Annexation Agreement Resolution #2005-07 for Fennema Property.

6J) Approve Crosswalk at Eagle Lake Road North and Minnesota Avenue

Maurice Olstad representing Bethany Evangelical Church discussed the location they would like the crosswalk placed on Minnesota Avenue due to their parking lot being located across the street from their facility. Jared Voge and Sorren Mattick discussed the potential hazards of mid-block crossing areas. Council discussed the pros and cons of placing a crosswalk at an intersection versus a mid-block crosswalk at this site.

Council Member Langsdorf motioned to approve placement of a pedestrian crossing sign at the driveway/sidewalk entrance of Bethany Evangelical Church. Seconded by Council Member Kampa, unanimous ayes, motion carried.

## **7. BUSINESS**

### **7A. Post Office Expansion Project Public Meeting**

Steve Muyskens representing the United States Postal Service discussed their needs for a new facility for postal operations in the City of Big Lake. Mr. Muyskens identified proposed site criteria and identified that they will be tripling in size from their current site.

Discussion was opened up to the public at 7:20 p.m.

Council discussed RFP criteria, preferred locations, visibility issues with expanding the current site, possible shared site, and the attributes of the new site being centrally located. Mr. Muyskens identified that access, visibility, and carrier routes will all play factors in determining potential sites, and that their plan is to relocate within the City limits.

Public comment period closed at 7:25 p.m.

### **7B. Grippe Annexation Request**

Jim Thares reviewed the staff report which included the annexation petition from Daniel and Sharon Grippe for their property located east of County Road 81 and south of 206<sup>th</sup> Avenue. Mr. Thares identified potential transportation issues with annexation of these parcels including access to public roads, driveway easements, shared driveway conflicts, and proximity to County Road 81/206<sup>th</sup> Avenue. Staff discussed the possibility of holding

an open house with other property owners in this area to openly address annexation concerns and to identify future construction and possible safety issues in this area.

Realtor Art Dorn identified that he was the realtor for the site when the Grippees purchased the parcels and stated that it was well known that these parcels would be requesting annexation into the City in the future.

Daniel and Sharon Grippe addressed Council with a review of their annexation request and identified that they are interested in hooking up to city services which are currently being installed in their area.

Council identified potential negative issues with traffic flow, and allowing shared driveways. Council directed staff to schedule an Open House in November with adjacent property owners, Council, Planning Commission Members, and necessary staff.

#### **7C. Enterprise Funds Fee Study**

Corey Boyer reviewed the forecasting model staff used when determining the City's upcoming fees for water, sanitary sewer, and storm sewer enterprise funds. Mr. Boyer also reviewed a summary of assumptions used when calculating these proposed fees which included growth factor, new connections, and percentage increases in various fees.

Council discussed keeping the City's fees competitive with surrounding communities and reviewed the timeframe that the proposed increases would take affect. Staff identified that the Ordinance Amendment would be effective upon approval and summary publication of the revised fee schedule and that the increase to utility bills would be implemented in the December billing to residents.

Council Member Orrock motioned to approve Ordinance Amendment #2004-34 approving increases to water, sanitary sewer, and storm sewer fees and approve Resolution #2005-132 authorizing summary publication of Ordinance Amendment #2004-34. Seconded by Council Member Langsdorf, motion passed with a vote of 4:1 with Council Members Heitz, Kampa, Langsdorf, and Orrock voting aye, and Council Member May voting nay, motion carried.

#### **7D. Sewer and Water Access Charge Assessment Request**

Corey Boyer discussed the assessment request submitted by Dynamics Design & Land Company for Victory Sports Grill & Bar. The developer requested an assessment agreement for sewer and water access charges for the site in the amount of \$84,150 for 3 years at a 5.25% interest rate.

Ronald Ulven representing Victory Grill & Sports Bar reviewed their plans for a 6,000 sq ft

restaurant/bar facility in the Marketplace Development. Mr. Ulven discussed the proposed vintage sports theme that the facility will have and identified that the restaurant/bar will be a family-friendly facility. Council welcomed them to the community.

Council Member Kampa motioned to authorize staff to finalize an assessment agreement for sewer and water access charges for Ulven Enterprises, LLC in the amount of \$84,150 for 3 years at a 5.25% interest rate and to authorize the Mayor and Administrator to execute the agreement upon completion, and to authorize the developer to prove out SAC/WAC fees for the Victory Grill & Sports Bar project after one year of use for re-evaluation of the fees. Seconded by Council Member Heitz, unanimous ayes, motion carried.

**8. ADMINISTRATOR'S REPORT**

Administrator Wussow informed Council of the letter that will be mailed to the property owner on Shoreacres Drive addressing removal of the fence that is in the City right-of-way.

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

Council Member Heitz: Asked when the utility stake flags can be removed that were placed in yards along Hill Street. Jared Voge indicated that the flags can be removed mid-week next week. Council Member Heitz also informed staff that he has noticed residents burning leaves and yard debris and asked that staff place a reminder on the cable channel that only recreational fires are allowed and that yard waste should be brought to the City's compost site.

Council Member Kampa: Identified pedestrian hazards at the intersection of Eagle Lake Road North and Minnesota. Council directed staff to place pedestrian crossing signs in this area in the spring of 2006.

**10. OTHER**

No other.

**11. ADJOURN**

Council Member Heitz motioned to adjourn at 8:22 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck  
Clerk

Date Approved By Council October 26, 2005