

**BIG LAKE CITY COUNCIL
WORKSHOP MINUTES
JANUARY 16, 2013**

1. CALL TO ORDER

Mayor Danielowski called the meeting to order at 5:00 p.m.

2. ROLL CALL

Council Members present: Dick Backlund, Nick Christenson, Raeanne Danielowski, Seth Hansen, and Mike Wallen. Also present: City Administrator Todd Bodem, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, Police Chief Joel Scharf, City Attorney Soren Mattick, and City Engineer Brad DeWolf from Bolton and Menk, Inc.

3. PROPOSED AGENDA

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

4. BUSINESS

4A. Gallus Easement and BNSF Discussion

Soren Mattick reviewed the property owned by the Gallus family that the City sold to them in 1986. This property formerly housed the Big Lake Liquor Store. Mattick discussed the encroachment issue that exists at the property and reviewed the property owner's request for City payment of the Easement Agreement between the property owners and BNSF Railroad Company in the amount of \$17,000. Council discussed the timeline of property ownership and past surveys that were completed. Council directed staff to place this item on the next Council Workshop for continued discussion. Council directed the City Attorney to draft a letter to the Gallus' attorney informing them that Council has tabled the item until February 13th.

4B. Mayor and Council Roles/Ethics/Code of Conduct Discussion

Soren Mattick reviewed City and State laws that regulate Council roles, ethics and code of conduct. Mattick also discussed Open Meeting Law requirements, Data Practice Laws, and electronic media. Council Member Wallen stated his concerns with past e-mails sent out by

members of the City Council that could be in violation of laws that regulate electronic media. Council Member Backlund stated that we need to stop corruption in the City and Council Member Wallen stated that accusations need proof. Mattick also reviewed the Council By-Laws, the Chain of Command and reminded Council that their first contact person should be the City Administrator. Mattick also informed Council of new zoning application case laws that prohibit elected officials from prejudging applications. Mayor Danielowski encouraged all Council Members to read the By-Laws and to familiarize themselves with the League of MN website and handbook.

4C. Police Station Building Discussion

Joel Scharf discussed the status of the police department move to City Hall and asked for Council feedback on marketing the site, how the proceeds from a future sale would be allocated, future storage needs, and evidence storage requirements. Scharf explained that the site is not suitable for a police department and hopes to not have the department move back to that building in the future. Todd Bodem reviewed the layout of the building and access points to the property. Council directed staff to contact Phil Rondeau to complete a Commercial Market Analysis on the site and to report back to Council at a future Workshop.

4D. Visioning Discussion

Todd Bodem discussed possible dates for a goal/vision setting session. Council directed staff to set up a meeting date for the 2013 Goal and Vision Session.

4E. Clean Up Day Date Change Discussion

Todd Bodem discussed the request for a date change of the annual cleanup day event to May 18th. The Big Lake Township Board has already reviewed the request and did not foresee any issues with the date change. Gina Wolbeck reminded Council that the Living with Lupus event is scheduled for May 18th and that public works helps out with that event.

4F. Spud Fest Discussion

Members from the Spud Fest Organization were present to provide fundraising and volunteerism concerns with the Council. Patti Borchert informed Council that they are seeking City support for the event. Council explained the financial constraints the City is facing and clarified that any support from the City would be in the form of assisting with getting information out to the public and seeking community support. Council suggested that the Spud Fest Board make their profit and loss statement more easy to understand and expressed the need for Spud Fest to find out the status of their 501c.3 status as they can't have a community event without either having their status returned, or that they fall under another non-profit organization's umbrella. Spud Fest Board Members explained the past conflict between the Lions Club and Spud Fest and indicated a desire to mend those

differences. Attendees discussed the need to re-invent Spud Fest and the need for volunteers to understand that volunteering provides good civic lessons and should not expect a payback. Also discussed was the need for Spud Fest to meet with the School Board to discuss the fee they are expected to pay the school district for use of the site. Council also requested Spud Fest provide the City with a schedule of their meeting date. Janet McKernan from Tootsie's Tavern requested that Spud Fest provide a breakdown of tournament funds.

5. OTHER

Todd Bodem informed Council that Senior Planner Katie Larsen has accepted a new job at the City of Lino Lakes. Larsen has submitted her letter of resignation which will be on the next Council Agenda. Bodem discussed options for filling the vacancy in the Community Development Department and recommended the City appoint Ben Wickstrom as an interim planner. Bodem noted that he will be preparing a comprehensive review of the department which will be presented to Council at a later date. Council discussed the loss of experienced staff and the need to have a long-term plan. Mayor Danielowski stated that the Council needs to put faith and trust in their staff to develop their departments.

Mayor Danielowski asked for Council feedback on the possibility of changing Council Meeting times. Council directed staff to prepare an Ordinance changing Council Meeting times to start at 6:00 p.m. for consideration at a future meeting. Danielowski also asked staff to coordinate presentation of the space needs study at an upcoming meeting. Danielowski informed Council that she was contacted by Steve Smith notifying the City that they will be selling their property located next to the fire hall. Council directed staff to obtain a market analysis on the parcel to determine the approximate value. Danielowski also updated Council on the recent Rail Park meeting.

6. ADJOURN

Council Member Hansen motioned to adjourn at 7:26 p.m. Seconded by Council Member Wallen unanimous ayes, motion carried.

Gina Wolbeck
City Clerk

01/23/13
Date Approved By Council