

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

JANUARY 25, 2012

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Council Members present: Dick Backlund, Raeanne Danielowski, Lori Kampa, Duane Langsdorf, and Mike Wallen. Also present: City Administrator Todd Bodem, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Police Chief Sean Rifenberick, Fire Chief Randy Miller, and City Engineer Brad DeWolf of Bolton & Menk, Inc.

4. OPEN FORUM

Mayor Kampa opened the Open Forum at 5:01 p.m.

Janice Halvorson from Sauk Center provided information on an upcoming event called "Wake Up Big Lake".

Mayor Kampa closed the Open Forum at 5:02 p.m.

5. PROPOSED AGENDA

Council Member Wallen 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 as presented. Seconded by Council Member Danielowski, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of January 11, 2012, 6B) Approve Joint Meeting Minutes of January 17, 2012, 6C) Approve Workshop

Meeting Minutes of January 18, 2012, 6D) Approve Appointment of Katrine Nau as the 2012 Parks Advisory Board Chair, 6E) Approve Resolution No. 2012-09 approving MN Dept. of Transportation Agreement No. 99991, 6F) Approve LELS Contract Changes Retroactive to January 1, 2012, 6G) Approve Reimbursement Resolution No. 2012-10, 6H) Approve Resolution No. 2012-11 approving an Interfund Loan for the Big Lake Industrial Park East Expansion, and 6I) Approve NSP Grant Transfer for Administration Activities.

7. BUSINESS

7A. City Employee Years of Service Recognitions

Mayor Kampa presented years of recognition to full-time City employees who will reach a milestone years of service in 2012. Those employees recognized included Rich Berg (15), and Cindy Finch (10). Council thanked the recognized employees for their years of service.

7B. Presidential Volunteer Service Awards Recognition

Sean Rifenberick presented Presidential Volunteer Service Awards to members of the Police Reserve Unit. Reserve Officers who have earned Volunteer Service Awards included Sgt. Justin Boster (Lifetime and Gold), Sgt. Guy Chaffee (Gold), FTO Nick Prigge (Gold), FTO Matt Lewis (Silver), Officer Mike Bradshaw (Bronze), Officer Nick Simon (Silver), Officer Aaron Follmer (Gold), and Officer Nate Beyer (Bronze). Council thanked the reserve unit for their dedication and service to the community.

7C. Graniteman Big Lake Triathlon Event

Bill Corcoran with North Crest Kids Activity Center, Inc. presented the plans for the 2012 Graniteman Big Lake Triathlon event scheduled at Lakeside Park on August 4, 2012. Corcoran reviewed the 2011 event which brought almost 400 participants to the City of Big Lake. Corcoran anticipates filling the race at 500 participants for 2012. Corcoran explained that the proceeds of the race benefit the Clubhouse Kids Fitness Family Foundation which is a non-profit organization that is engaged in the fight against childhood obesity.

Mike Goebel discussed the events request for parking fees to be waived at Lakeside Park and the need to collect a \$500 fee to cover some of the City's time and loss of revenue. Goebel also noted that law enforcement has been notified of the event and did not express any public safety concerns with the race.

Council Member Danielowski motioned to authorize Bill Corcoran of North Crest Kids Activity Center to hold the Graniteman Big Lake Triathlon event on August 4, 2012 at Lakeside Park, and to authorize waiving the parking fee during the event, contingent upon

submittal of a \$500 fee to cover the City's time and loss of revenue. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7D. Lupus Fundraiser Event

Molly Schroeder who is coordinating the Living with Lupus & Fighting Together fundraiser provided information on their event which is scheduled on May 19, 2012 at Lakeside Park. Schroeder explained that the event will help raise funds for services and support of those living with Lupus, will provide financial assistance for families impacted by a new Lupus diagnosis, and will raise awareness of the Lupus disease.

Council Member Wallen motioned to authorize the use of Lakeside Park for the Lupus Fundraising event on May 19, 2012 and to approve waiving the parking fee at Lakeside Park during the event. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7E. January 18, 2012 Workshop Update

Todd Bodem reviewed the January 18, 2012 Council Workshop.

7F. Facility Space Needs Assessment RFP

Katie Larsen reviewed the benefits of the City conducting a facility space needs assessment which would provide information on identifying existing and possible future facilities, conditions, population and growth projections, conducting a community facilities tour, community size comparisons, space needs, site selection, detailed cost estimates, preliminary site design layouts, and identify potential funding sources.

Council Member Wallen motioned to authorize staff to draft an RFP to hire a consultant to complete a Municipal Building Space Needs Assessment. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7G. Department Updates

City Engineer Brad DeWolf from Bolton and Menk discussed the Wastewater Treatment Plant construction project, the proposed Big Lake Rail Park, the Big Lake Townhomes project, the status of the Highway 10/25 Intersection Improvement project punchlist items, Cherrywood of Big Lake, Northern Star Apartments, the upcoming KleinBank project, Big Lake Apartments project, and the Lake Shopping Center 4th Addition project.

Building Official Larry Wasmund from Inspectron, Inc. discussed the number of permits issued in December along with the number of inspections conducted.

Katie Larsen discussed Community Development projects underway which included NSP projects, Highway 10/CR 5 redevelopment marketing efforts, and the TOD Market Study Strategy Report.

Council Member Wallen stated that he likes the verbal updates and noted that they reflect the positive projects underway in Big Lake.

8. LIST OF CLAIMS

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 62149 through Check No. 62262, and Electronic Payments #1565E to #1572E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Todd Bodem discussed the possibility of a rail park legislative presentation, noted that the new Finance Director will be starting February 6th, discussed the upcoming Fire Captain interviews, and the upcoming League of MN Cities conference. Bodem also discussed an upcoming Workshop training session that will be facilitated by Bob Thistle relating to information on Council roles.

10. MAYOR & COUNCIL REPORTS - No reports given.

11. OTHER – No other.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 5:39 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 02/08/12