

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 8, 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, Finance Director Paula Mastey, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Fire Chief Randy Miller, Liquor Store Manager Jan Muehlbauer, City Attorney Soren Mattick of Campbell Knutson, and Assistant City Engineer Jared Voge of Bolton & Menk, Inc.

4. OPEN FORUM

Mayor Kampa opened the Open Forum at 5:01 p.m. No one came forward. Mayor Kampa closed the Open Forum at 5:02 p.m.

5. PROPOSED AGENDA

Council Member Wallen motioned to adopt the proposed Agenda with the addition of item no. 7F. Kids Pro Ice Race Request. Seconded by Council Member Backlund, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Danielowski motioned to approve the Consent Agenda as presented. Seconded by Council Member Wallen, unanimous ayes, consent agenda approved. The

Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of January 25, 2012, 6B) Approve Exempt Raffle Permit to the Sherburne County Swampbucks MN Deer Hunters Association Organization, 6C) Approve Exempt Raffle Permit to the National Wild Turkey Federation Sand Dunes Gobblers Organization, 6D) Authorize Big Lake Rail Spur Lobbyist Expenditure, 6E) Appoint David Sperling as Full-Time Public Works Employee, 6F) Approve Retroactive Pay to Liquor Store Manager, and 6G) Approve Annual Lakeside Park Pass Donations.

7. BUSINESS

7A. Project Update Presentation – Cherrywood Advanced Living

Marshall Weems from Cherrywood Advanced Living provided a construction update and information on employment opportunities, job training schedules, services provided for residents, reserving personal suites, tours for officials/ staff, grand opening information, and their expected next steps. Weems also asked for permission to display signage on adjacent roads during the CR 43 road construction. Council directed Weems to work with staff to ensure compliance with the sign ordinance.

7B. Lake Shopping Center 4th Addition Concept Plan

Katie Larsen reviewed the planners report for the Lake Shopping Center 4th Addition Concept Plan. J&K Holding Company, LLC has submitted a development application for the property located at 751 Rose Drive and is proposing to demolish the existing structure, combine the parcel with the vacant parcel to the west, and construct a new 14,160 sq. ft. multiple tenant retail sales facility with 8 to 9 units. This development is located adjacent to the Town Square development. The project is proposed to be built in one phase with a design and style that will compliment the Town Square development. Larsen noted that the development application will consist of platting, variances for building setback and curb and gutter setback, a drainage and utility easement, and site/building plan review.

Council discussed potential anchors and noted a concern with all the vacant commercial units already in the City. Staff explained that trends are showing these vacancies starting to fill in. Council explained that the new site would be a great addition to the City, but that they don't want to see it sit empty. Council also asked for clarification that the parcel situated to the north of the proposed area won't become land locked due to the new Plat. Council Member Backlund indicated that the vacant parcel is part of the Big Lake Lumber property.

7C. General Obligation Bond Refunding Discussion

Paul Donna from Northland Securities, Inc. provided information on tax exempt interest rates from municipal bonds which rates are at historical low levels. These bonds would

provide the City the opportunity for significant savings through the refunding of existing debt. Donna indicated that their preliminary analysis of the City's outstanding debt shows that the callable maturities of five General Obligation Bonds could be considered for refinancing. Donna explained that the City could utilize a crossover advance refunding technique to achieve the savings objective on each outstanding issue. Donna also discussed the benefit of changing back to Moody's Bond Rating to save on interest rates.

Council questioned what our commitment to Ehler's is. Todd Bodem explained that there is no exclusivity requirement to use only Ehler's as our financial advisor. Mayor Kampa discussed her concern with our future relationship with Ehler's and questioned if working with another financial management firm would affect that relationship. Council Member Danielowski stated that this would be a business decision and is not a reflection of the work Ehler's has done for the City in the past. Council discussed concerns with interest rate fluctuation, but noted the need for further discussion on this item and directed that it be brought back to the February Workshop.

7D. DONATIONS – Big Lake Fire Department from the Big Lake American Legion Post #147 and an anonymous donor

Randy Miller reviewed donations that have been received by the Fire Department. The Big Lake American Legion Post #147 has provided \$1,500 towards non-budgeted capital items and an anonymous donor provided \$500 towards the purchase of a Pet Oxygen Rescue Mask and \$5,000 towards non-budgeted capital items.

Council Member Backlund motioned to approve Resolution No. 2012-12 accepting an anonymous cash donation of \$5,500 to the Big Lake Fire Department for the purchase of a Pet Oxygen Rescue Mask and non-budgeted capital items, and a \$1,500 donation to the Big Lake Fire Department from the Big Lake American Legion Post #147 for non-budgeted capital items. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7E. Department Updates

Fire Chief Randy Miller introduced new Fire Captain Seth Hansen. Miller also provided call statistics and the possibility of the Fire Department purchasing a search and rescue ATV with donated funds. Council Member Wallen offered to contact a supplier to see if they can offer a discount.

Liquor Store Manager Jan Muehlbauer provided information on January 2012 sales totals, annual cleaning efforts, the upcoming Spring Wine Fest, and the potential for switching the lighting in their coolers to LED lighting.

Public Works Director Mike Goebel provided information on the new Compost Facility gate, and reviewed the compost facility fee structure for Sherburne County residents, non-residents, and commercial users.

7F. Kids Pro Ice Racing Request (item added to the agenda)

Mike Goebel discussed the request submitted by McPete's Sports Bar and Lanes to hold the Kids Pro Ice Racing event on Big Lake on February 18, 2012. Goebel noted that a \$200 escrow will be required prior to the event.

Council Member Danielowski motioned to approve the use of Lakeside Park for the Kids Pro Ice Race on Big Lake on February 18, 2012 per conditions set by the MNDNR and to waive the parking fees for the event contingent upon submittal of all required documentation and escrow dollars. Seconded by Council Member Wallen, unanimous ayes, motion carried.

8. LIST OF CLAIMS

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 62263 through Check No. 62292, and Electronic Payments #1574E to #1600E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Todd Bodem introduced the new Finance Director Paula Mastey. Mastey thanked Council for the opportunity to work with Big Lake officials and staff. Bodem informed Council that representatives from the City, Township, and County will be going to the State Capital on February 14th to lobby for approval of the \$2.9M bond for the proposed Rail Park. Bodem also informed Council that the City has passed the Pay Equity compliance reporting requirements and that we have received the grant funds for the Council Goal and Visioning Session scheduled on February 25th.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Danielowski: Reviewed the League of MN Cities Experienced Officials conference that she attended at the end of January. Council Member Danielowski discussed the MNDOT District 3 Commuter Study Meeting she attended in St. Cloud and also informed Council that she has been appointed to the MNDOT 7W Commission.

Mayor Kampa: Gina Wolbeck reviewed the Sherburne Wright Cable Commission Meeting held on February 2nd, and Mayor Kampa reviewed the NCDA Meeting she attended that same evening.

Council Member Wallen: Reviewed the League of MN Cities Experienced Officials conference that he attended at the end of January.

11. **OTHER** – No other.

12. **ADJOURN**

Council Member Langsdorf motioned to adjourn at 6:20 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina wolbeck
Clerk

Date Approved By Council 02/22/12