

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

FEBRUARY 10, 2016

1. CALL TO ORDER

Mayor Raeanne Danielowski called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Council Members present: Raeanne Danielowski, Seth Hansen, Duane Langsdorf, Scott Marotz and Mike Wallen. Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, Police Chief Joel Scharf, Fire Chief Paul Nemes, Public Works Director Mike Goebel, Liquor Store Manager Jan Muehlbauer, Deputy City Clerk Tamara Lantz, City Planner Michael Healy, Community Development Director Hanna Klimmek, and Assistant City Engineer Jared Voge of Bolton & Menk, Inc.

4. OPEN FORUM

Mayor Danielowski opened the Open Forum at 6:00 p.m. No one came forward. Mayor Danielowski closed the Open Forum at 6:01 p.m.

5. PROPOSED AGENDA

Council Member Hansen motioned to adopt the proposed Agenda with the addition of item No. 7E – Request to Purchase a 2016 Ford Explorer Police Package Explorer. Seconded by Council Member Langsdorf, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Wallen motioned to approve the Consent Agenda as presented. Seconded by Council Member Hansen unanimous ayes, Consent Agenda approved. The Consent Agenda consists of: 6A) Approve Council Workshop Minutes of January 27, 2016, 6B) Approve Regular Council Meeting Minutes of January 27, 2016, 6C) Approve Annual Lakeside Park Parking Pass Donations, 6D) Accept resignation of S. Moulzolf and Approve hiring of Part-Tim Liquor Store Clerks S. Juhl and N. Dunning, 6E) Approve Resolution No. 2016-06 approving Interfund Loans Between the Sewer Enterprise Fund and the TIF 1-7 Capital Project Fund and

TIF 1-6 Capital Project Fund, 6F) Approve Resolution No. 2016-07 and Resolution No. 2016-08 approving Interfund Loans Between the City Sanitary Sewer Fund and the Debt Service Fund, 6G) Approve PAYGO Tax Increment Revenue Note, and 6H) Approve Fund Transfers.

7. BUSINESS

7A. Presentation: Sherburne County Attorney Kathleen Heaney

Sherburne County Attorney Kathleen Heaney provided an update on the Sherburne County statistics and services provided to the City in 2015. These included adult cases opened and charged for 2015, DWI cases, methamphetamine cases, prescription drug cases and Sherburne County Victim Services provided. Heaney also spoke on the initiative of Veterans Services who are working in conjunction with the St Cloud Veterans Administration. Council thanked Heaney for her presentation and Mayor Danielowski reminded the public to utilize the prescription drop off box located at the Police Department.

7B. Presentation: Sherburne County Soil and Water Conservation District Community Forestry Programming

Resource Conservationist Gina Hugo introduced Samuel Edwards with MN Green Core who will be assisting the communities in Sherburne County. Hugo updated Council on the overall status of the Community Forestry Program including the citizen pruner program, number of trees and cuts that have been conducted, as well as the number of volunteer hours, and annual pruner program events. Hugo explained the overall program goals and the statewide Roots Educational Campaign. Hugo informed the Council of the upcoming February 19th Community Forest Preparedness meeting will be held at the Sherburne County Government Center.

7C. Public Hearing: General Obligation Capital Improvement Plan Bond Resolutions providing competitive negotiation sale of Taxable General Obligation Refunding Bonds, Series 2016A and General Obligation Capital Improvement Plan Bonds, Series 2016B

Deb Wegeleben discussed the refunding debt for interest savings from various Bonds. Tammy Omdal from Northland Securities discussed the refunding of a portion of the 2013B bonds under a different authority. State law requires a capital improvement plan bond and noted that there is a 30 day referendum period to file a petition.

Mayor Danielowski opened the public hearing at 6:26 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:27 p.m.

Council Member Wallen motioned to Approve Resolution No. 2016-09 Giving Preliminary Approval to the Issuance of General Obligation Capital Improvement Plan Bonds in an Amount not to Exceed \$600,000, and Adopting The City Of Big Lake, Minnesota, Capital Improvement Plan for the Years 2016 Through 2020. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Council Member Wallen motioned to Approve Resolution No. 2016-10 Providing for the Competitive Negotiated Sale of \$2,905,000 Taxable General Obligation Refunding Bonds, Series 2016A. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Council Member Wallen motioned to Approve Resolution No. 2016-11 Providing for the Competitive Negotiated Sale Of \$590,000 General Obligation Capital Improvement Plan Bonds, Series 2016B. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. Department Updates

Fire Department – Chief Nemes provided statistical information on calls of service for the month of January. Training this month was focused on Employee Right to Know and Blood Borne Pathogens. Nemes also noted that the Fire Department has partnered with the American Red Cross and members of the Lions Club to start a community smoke detector campaign. The Red Cross provides the detectors and the Fire Department provides some of the labor to install them. Nemes thanked to Ken Halverson, Dan Mooney, Doug Novak and Jeff Novak for donating their time last week. Nemes informed Council of the upcoming annual Five Alarm Chili Feed event that will be held on Saturday February 27th from 3:00 p.m. to 7:00 p.m. with proceeds benefiting the Big Lake Food Shelf.

Police Department – Joel Scharf updated Council on police statistics and calls for service for the month of January. Scharf discussed the squad car crash on February 7th, recent mail box thefts and Reserve Officer hours. Scharf also reported on Use of Force firearm training that was completed in January, noted that the department was awarded a grant to purchase two Preliminary Breath Testing Units, and discussed the February 2nd crash and DWI arrest that occurred on Lake Street South noting that traffic safety continues to be an issue in the area. Scharf also noted that Officer Kalla graduated FTO, the department passed their POST Audit, and reminded Council of the upcoming department open house that is scheduled February 11th from 2:00 p.m. to 6:00 p.m. Mayor Danielowski referenced the importance of safety and training.

Engineering Department – Jared Voge of Bolton & Menk, Inc. provided an engineering update on various projects underway in the City. Voge discussed the Wastewater Treatment Plant Phosphorus Project, the Northern Star Apartments project which staff will be monitoring in the spring to check on the improvements that were done last fall, noted

that there is a pre-construction meeting scheduled for February 24th for the Kwik Trip project, discussed the MS4 storm water reapplication permit, the CR 5 trail project, and the Jefferson Square Park Project.

Public Works Department – Mike Goebel reported the Parks Advisory Committee has appointed three new members to fill the vacant seats. Goebel also noted that the Score Committee and Sherburne County have finalized the \$50,000 grant to pave the compost site facility parking lot, and also approved the yearly Score Grant to maintain the facility. Goebel discussed the River Oaks Park 12 hole Disc Golf Course design that has been completed and noted that equipment has been ordered. Goebel also reminded the public to give the snow plows room as they are plowing.

Danielowski asked Community Development Director Hanna Klimmek to provide an update on the 2016 Farmers Market application process. Klimmek stated the policy packet and applications for vendors are now posted on the website. Vendor applications are accepted through April 29 with the market running every Wednesday, June 1 through September 28.

7E. Request to Purchase a 2016 Police Package Ford Explorer

Joel Scharf discussed the February 7th accident that left the 2015 police squad totaled. Scharf discussed the need to purchase a replacement as soon as possible. Scharf noted that the department found a 2016 Ford Explorer Police Interceptor surplus squad through the Minnesota State bid vendor and asked for Council approval to purchase the vehicle. Upon Council approval, the department could take possession of the squad the first week of March.

Council Member Hansen motioned to approve the purchase of the replacement vehicle as discussed. Seconded by Council Member Langsdorf unanimous ayes, motion carried.

Council Member Wallen left the meeting at 6:50 p.m.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Marotz motioned to approve the List of Claims dated 01/21/16 through 02/03/16, and Payroll #2. Seconded by Council Member Langsdorf unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Clay Wilfahrt discussed the upcoming March 2nd Council and Planning Commission Workshop that will be held to provide Planning and Zoning Liability Training. Wilfahrt also noted that new staff e-mail addresses have been created, discussed the MN Pollution Control agency annual report stating that the City's bio-solids process passed their requirements, and congratulated the Police Department on the satisfactory results of their POST Board audit.

MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Danielowski: Discussed the February EDA meeting. Mayor Danielowski also reviewed upcoming community events including the Big Lake Lions Fishing Tournament and Kids Fishing Derby, the Big Lake Lions Annual Fish Fry, the Taste of the Red, White, and Brew Big Lake Community Food Shelf fundraiser, the Friends of Sherburne National Wild Life Refuge fundraiser, and the Big Lake Fire Department's Five alarm chili cook-off. Mayor Danielowski also noted that the Big Lake Chamber of Commerce Business Expo is coming up in March, the Sherburne National Wild Life Refuge is having a Candle Light Ski Blue Hill Trail event, and reminded the public of the Police Department Open house on February 11th.

Council Member Hansen: Reviewed the February Planning Commission meeting.

Council Member Langsdorf: Discussed the recent Big Lake Community Lake Association meeting.

Council Member Scott Marotz: Reviewed the February Parks Board meeting. Mayor Danielowski discussed the upcoming Chamber Expo and the possibility of showcasing a City Park at the City booth.

10. OTHER – No other.

11. ADJOURN

Council Member Langsdorf motioned to adjourn at 7:05 p.m. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Tamara Lantz
Deputy Clerk

Date Approved By Council 02/24/16