

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 23, 2011**

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 Scott Johnson, City Clerk Gina Wolbeck, Community Economic Development Director Jim Thares, 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. No one came forward. Mayor Kampa closed the Open Forum at 5:02 p.m.

5. PROPOSED AGENDA

Council Member Langsdorf motioned to adopt the proposed Agenda. 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 Langsdorf, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of February 9, 2011, 6B) Approve Workshop Meeting Minutes of February 16, 2011, 6C) Set Council

Gathering on March 18, 2011 at 8:00 a.m. in the City Council Chambers for a Legislative Update, 6D) Approve Resolution No. 2011-16 approving a 2011 Consumption and Display Permit for Carousell Works, 6E) Approve Resolution No. 2011-17 approving the 2011 Liquor License Renewals, 6F) Approve Tree Grant Contract with MNDNR, 6G) Approve Annual Lakeside Park Pass Donations, and 6H) Approve Exempt Raffle Permit Request for the Sherburne County MN Deer Hunters Association Organization.

7. BUSINESS

7A. PROCLAMATION – March as MN Food Shelf Month

Big Lake Food Shelf President Judie Zaske provided statistical information relating to the food shelf and the March food drive campaign. Mayor Kampa read a Proclamation proclaiming the month of March to be “Minnesota Food Share Month”.

Council Member Danielowski motioned to approve Resolution No. 2011-18 proclaiming the month of March to be “Minnesota Food Share Month”. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7B. Transformation House Annexation and Concept Plan Review

Jim Thares reviewed the planners report for the annexation petition submitted for the proposed project known as the Transformation House, which would be a faith based state licensed 52 bed group care facility for the post treatment of the chemically dependent. The 2.46 acre site is located in Big Lake Township at 19424 CR 43 which is west of CR 43 and south of US Highway 10. Thares noted that the facility would be approximately 12,000 square feet and would be staffed by 20 employees on a 24/7 basis. The site would have a commercial kitchen, counseling rooms and 13 bedrooms. Residents would typically stay 1 to 2 months and would be free to leave the facility as they wish. Thares also reviewed the Fair Housing Act that relates to group care facilities occupied by groups of unrelated individuals with disabilities. The Act prohibits discrimination on the basis of handicap or disability, and persons with disabilities include those with alcoholism and/or drug addiction. Thares noted that at this time, Council is being asked to comment on the proposed annexation and concept plan for the project.

Dave Cornelius from John Weicht and Associates and Betty Mathews, owner of the Transformation House, discussed the project and other locations that Mathews owns. Mathews stated that the Big Lake facility would be a long-term care facility for chemically dependent men. They would also be a MICD licensed facility but would not offer detoxing services.

The general consensus of the Council was that they are not in favor of annexing new land into the City when there are ample amounts of available, shovel-ready commercial lots that could accommodate this type of project. Council also discussed the high density this project

would consist of and questioned if this parcel would be appropriate for that degree of density. Mathews indicated that transportation is an important factor in where they locate the facility and the Northstar site would provide adequate transportation opportunities for their clients. Mathews also stated that she liked the layout of the trees on the site. Mathews noted that they would possibly be looking at future phases to the project so they would be able to service other types of clients. Staff informed Council that if the annexation petition does not receive approval, staff will continue to work with the developer to identify a suitable site that is already in the City.

7C. Big Lake Townhomes Final Plat

Jim Thares reviewed the planners report for the Big Lake Townhomes Final Plat application submitted by Duffy Development. The site is located south of the Burlington Northern Railway, west of Eagle Lake Road South, and east of County Road 43 and will consist of a four building, 33 unit townhouse development.

Council Member Langsdorf motioned to approve a Development Contract as discussed and Resolution No. 2011-19 approving the final Plan PUD and Final Plat of Big Lake Townhomes and setting forth conditions to be met prior to recording of the Final Plat and release of the building permit. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7D. Engineering Update

Brad DeWolf reviewed the February 2011 engineering update.

7E. Building Department Update

Ron Wasmund reviewed the February 2011 building department update.

7F. Council Goals and Priorities

Scott Johnson reviewed the Council Goals and Priorities that were identified at the January 29th Goal Setting Workshop which was facilitated by Lisa Lynn and Associates. The Goals Workshop was funded in part by the Initiative Foundation. Johnson noted that further review of the goals was conducted at the February workshop. The finalized goals are listed as: 1) Develop a budget that maintains and prioritizes service levels while remaining fiscally responsible to our taxpayers, 2) Enhance positive and effective communication between Council, staff, and citizens, 3) Engage in more effective commercial and industrial marketing efforts to bring in new businesses and retain existing establishments, 4) Ensure the roles and communication processes for both Council and staff are clearly defined, 5) Plan a walkable Transit Oriented Development Area that connects with the existing

business district, 6) Plan and pursue grants for a regional/community park, 7) Begin the planning process for a new City Hall/Police Department facility, 8) Continue to monitor housing resources/assets and proactively work to stabilize neighborhoods, 9) Continue working on implementing Quiet Zones through town, 10) Improve downtown appearance, and 11) Maintain educational opportunities for Council and staff.

Council Member Wallen motioned to Adopt the 2011 City Council Goals and Priorities. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Danielowski clarified that she no longer owns JC Auto Body, but feels that it is appropriate to abstain on any payments made to this company as they sold the property to a family member on a Contract for Deed.

Council Member Danielowski motioned to approve the List of Claims ranging from Check No. 60302 through Check No. 60394 with the exception of Check No. 60371 and Check No. 60387 for separate consideration, and Electronic Payments #1292E to #1311E. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8B. Consider Audio Communications Payment in the Amount of \$537.16

Council Member Langsdorf motioned to approve payment of Check No. 60371 in the amount of \$537.16 payable to Audio Communications. Seconded by Council Member Wallen, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Danielowski, Heitz, Kampa, and Langsdorf voting aye and Council Member Backlund abstaining. Motion carried.

8C. Consider JC Auto Body Payment in the Amount of \$178.48

Council Member Langsdorf motioned to approve payment of Check No. 60387 in the amount of \$178.48 payable to JC Auto Body. Seconded by Council Member Backlund, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Backlund, Kampa, Langsdorf, and Wallen voting aye and Council Member Danielowski abstaining. Motion carried.

9. ADMINISTRATOR'S REPORT

Sean Rifenerick informed Council that Police Officer Nicole McAlister has submitted her resignation effective immediately.

Council Member Langsdorf motioned to accept Nicole McAlister's resignation. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Scott Johnson reviewed the February 16, 2011 City Council Workshop and discussed the invitation Council received to attend the informational meeting being hosted by Silver Creek Township relating to the New River Medical Center's potential change in legal structure and ownership.

Council Member Danielowski motioned to Call for a Special Council Gathering on Tuesday, March 1, 2011 at 7:00 p.m. for an informational meeting relating to the New River Medical Center's potential change in legal structure and ownership to be held at Silver Creek Town Hall located at 3827 – 134th Street NW, Monticello, MN. Seconded by Council Member Backlund, unanimous ayes, motion carried.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Danielowski: Reviewed the February EDA Meeting. Council Member Danielowski also discussed the BR&E visit to Paragon Store Fixtures and reminded the public about the upcoming Big Lake Chamber of Commerce Business Expo on March 6th, the Big Lake Friends of the Library Taste of the Islands event on February 25^h and the Big Lake Jaycee's Ice Fishing Tournament on February 26th.

11. OTHER – Council Member Danielowski discussed the events scheduled at the Business Expo and encouraged the public to attend the event.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 6:06 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 03/09/11