

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
FEBRUARY 26, 2014**

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: Dick Backlund, Nick Christenson, Raeanne Danielowski, and Mike Wallen. Council Member absent: Seth Hansen. Also present: City Administrator Todd Bodem, Finance Director Jessica Green, Public Works Director Mike Goebel, Police Chief Joel Scharf, City Clerk Gina Wolbeck, Building Official Mick Kaehler, Fire Chief Paul Nemes, Liquor Store Manager Jan Muehlbauer, and City Engineer Brad DeWolf of Bolton & Menk, Inc.

4. OPEN FORUM

Mayor Danielowski opened the Open Forum at 6:01 p.m. No one came forward. Mayor Danielowski closed the Open Forum at 6:02 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Wallen motioned to approve the Consent Agenda as presented. Seconded by Council Member Christenson, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Council Meeting Minutes of February 12, 2014, 6B) Approve

Council Strategic Planning Workshop Minutes of February 15, 2014, and 6C) Approve Council Workshop Minutes of February 19, 2014.

7. BUSINESS

7A. February 19, 2014 Workshop Update

Todd Bodem provided a verbal update on discussions held at the February 19th Council Workshop.

7B. DONATION – Monticello Lions Club

Paul Nemes discussed the \$1,000 cash donation from the Monticello Lions Club towards the Big Lake Fire Department to be used towards non-budgeted capital items. Council thanked the Monticello Lions Club for their generous donation.

Council Member Christenson motioned to approve Resolution No. 2014-11 accepting a \$1,000 cash donation from the Monticello Lions Club to the Big Lake Fire Department to be used towards non-budgeted capital items. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7C. Department Updates

Jessica Green provided the monthly finance update. Green discussed the upcoming audit that is scheduled for mid-March. Green also encouraged residents to check their utility meters to be sure they are accessible during the winter months.

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer reviewed January sales figures, discussed vendor supplied prizes that were given out at the Jaycee's Ice Fishing Tournament, informed Council of the Sea Devils tasting event at the Friendly Buffalo on March 28th, and discussed their upcoming Wine Fest in April.

Mick Kaehler provided building permit information for the month of January/February. Kaehler also noted that the City has issued permits year to date totaling \$202,425 in property valuation. Kaehler also discussed the status of the Rental Inspection Program and identified areas that are inspected during these inspections. Council asked to have access to the form used during these inspections. Kaehler also noted that code enforcement will start up again after the snow cover is melted.

8. LIST OF CLAIMS

Council Member Wallen motioned to approve the List of Claims ranging from Check No. 66259 through Check No. 66327, Electronic Payments #2262E to #2274E, and payroll transactions 01/01/14 through 02/12/14. Seconded by Council Member Christenson, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Todd Bodem discussed the status of the Compensation Study, noted that Sherburne County has hired Springsted, Inc. as their EDA consultant, and discussed the crossing lights on Eagle Lake Road North that will be installed this spring. Bodem also informed Council that the Strategic Plan is in draft form and hopes to bring it to the next Council Workshop. Bodem recognized the Public Works Department for their efforts during the latest snow fall and frozen water line issues.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Discussed the Strategic Planning Workshop.

Council Member Christenson: Attended the recent Spud Fest Meeting.

Mayor Danielowski: Reviewed the NCDA Meeting held on February 19th and the February 25th Spud Fest Meeting. Mayor Danielowski also discussed upcoming community events, and an open house of the birthing center at CentraCare Hospital – Monticello. Mayor Danielowski also recognized Big Lake Librarian Nancy Lee who is retiring on February 27th.

Council Member Wallen: Discussed the Strategic Planning session held on February 15th.

11. OTHER

Council Member Wallen asked for an update on the water freeze up issue. Mike Goebel informed Council that we have had 37 freeze ups with only 2 remaining still frozen. Seven were opened up yesterday once a welder became available. Staff recommended residents run their water 1/8 inch to 1/4 inch at all times. Council thanked Public Works for their efforts this winter season.

12. ADJOURN

Council Member Christenson motioned to adjourn at 6:37 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

03/12/14
Date Approved By Council