

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 11, 2015**

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: Nick Christenson, Raeanne Danielowski, Seth Hansen, Duane Langsdorf and Mike Wallen. Also present: Interim City Administrator Joel Scharf, Public Works Director Mike Goebel, Police Lieutenant Sam Olson, Interim Finance Director Deb Wegeleben, City Clerk Gina Wolbeck, Fire Chief Paul Nemes, 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 Christenson motioned to adopt the proposed Agenda. 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 Christenson, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of February 25, 2015, 6B) Set Council Gathering for upcoming Big Lake Farmer's Market, Music In the Park, Movie in the Park, and Spud Fest events, 6C) Set Council Gathering for the CentraCare – Monticello Meeting on March 24, 2015, 6D) Approve Resolution No. 2015-23 approving a Consumption and Display Permit for Carousell Works, 6E) Approve Appointment of Joshua Pesta as a Full-Time Police Officer, 6F) Approve Appointment of Norman Michels as a Full-Time Public Works/Mechanic Employee, 6G) Grant

Authority to the Big Lake Fire Chief to Undertake Fire Hall Building Use Decisions, 6H) Authorize Bolton & Menk to Complete Engineering Services for the MS4 Permit, 6I) Approve Amendment to Sign Retroreflectivity Policy, 6J) Approve Interfund Transfers, 6K) Approve Interfund Loan Resolutions No. 2015-24 and 2015-25, and 6L) Approve Negative Cash Balance Resolution No. 2015-26.

7. BUSINESS

7A. PUBLIC HEARINGS

7A. Ordinance Amending Chapter 4 (Alcoholic Beverages) to regulate Brewpubs, Taprooms, and Small Brewer Liquor Licenses

Gina Wolbeck reviewed Ordinance Amendments to Chapter 4 (Alcoholic Beverages) to regulate Brewpubs, Taprooms, and Small Brewer Liquor Licenses. Wolbeck noted that staff has received liquor license applications for a Taproom On-Sale and a Small Brewer Off-Sale from Lupulin Brewing. The Alcoholic Beverage Code does not currently allow for these types of licenses. Wolbeck reviewed state laws that regulate these types of licenses indicating that the Taproom On-Sale would allow for the sale of malt liquor produced by the brewer for consumption on the premises. The Small Brewer Off-Sale license would allow the brewer to sell off-sale of malt liquor at its licensed premises that has been produced and packaged by the brewer. The Ordinance amendment also includes allowing On-Sale on Sundays but does not allow for Off-Sale on Sundays due to state law regulations.

Mayor Danielowski opened the public hearing at 6:08 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:09 p.m.

Council Member Christenson motioned to approve Ordinance No. 2015-03 amending Chapter 4, Sections 400 and 420 of the Big Lake Municipal Code regulating Brewpubs, Taprooms, and Small Brewer Liquor Licenses, and approve Resolution No. 2015-27 authorizing summary publication. Seconded by Council Member Hansen, unanimous ayes, motion carried.

7A.ii. Amendment to Ordinance 2014-12 Amending the 2015 Schedule of Fees to implement Brewpub, Taproom, and Small Brewer License Fees

Gina Wolbeck reviewed proposed license fees for Brewpubs, Taprooms, and Small Brewer Liquor Licenses along with investigation fees noting that the fees are in-line with other comparable cities.

Mayor Danielowski opened the public hearing at 6:09 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:10 p.m.

Council Member Hansen motioned to approve an Amendment to Ordinance No. 2014-12 amending the 2015 City Schedule of Fees to implement license fees for Brewpubs, Taprooms, and Small Brewer Liquor Licenses and investigation fees, and approve Resolution No. 2015-28 authorizing summary publication. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7B. PUBLIC HEARING – Lupulin Brewing Liquor License Applications

Gina Wolbeck reviewed the liquor license applications submitted by Jeff Zierdt and Matt Schiller from Lupulin Brewing LLC. Lupulin Brewing has received various approvals from the City on zoning and a Conditional Use Permit, and the liquor license approvals would be the final City approvals that they need to serve alcohol at their site. The site is located at 570 Humboldt Drive, Suite 107 in the Northstar Place multi-tenant building. The applicants will be leasing the west end of the building to operate a new micro-brewery. There will be no food served by Lupulin Brewing at this time. The establishment has capacity for approximately 96 internal seating spaces. Wolbeck noted that the applicants have submitted a complete application, the required fees, and a Certificate of Insurance. The Police Department has signed off on their background investigation. The establishment has also received approval from the State of MN on their required Micro-Brewer license.

Mayor Danielowski opened the public hearing at 6:13 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:14 p.m.

Council Member Wallen motioned to approve Resolution No. 2015-29 approving a Taproom On-Sale, Sunday, and Small Brewer Off-Sale liquor licenses for Lupulin Brewing LLC dba Lupulin Brewing Company located at 570 Humboldt Drive, Ste. 107 contingent upon submittal of all required documentation and fees, and completion of a satisfactory background investigation. Seconded by Council Member Christenson, unanimous ayes, motion carried.

Jeff Zierdt and Matt Schiller, owners of Lupulin Brewing reviewed the timeline of their project and reviewed their projected opening date in April.

7C. Presentation and PROCLAMATION – Big Lake Food Shelf (March Food Drive)

Big Lake Food Shelf President Judie Zaske provided statistical information relating to the Food Shelf and the March food drive campaign. Mayor Danielowski thanked all the volunteers for their commitment to the Food Shelf, and read a Proclamation proclaiming the month of March to be “Minnesota Food Share Month”.

Council Member Christenson motioned to approve Resolution No. 2014-30 proclaiming the month of March to be “Minnesota Food Share Month”. Seconded by Council Member Hansen, unanimous ayes, motion carried.

7D. Monthly Department Updates

Fire Department – Paul Nemes discussed recent activities of the Fire Department. Nemes also discussed recent and upcoming training in the department, announced the upcoming Chili Feed scheduled on March 21st, and discussed the recent structure fire on CR 14 in Big Lake Township. Nemes also informed the public of upcoming spring burning restrictions.

Police Department – Sam Olson updated Council on police statistics and calls for service for the month of February. Olson also discussed recent drug impaired driving offenses, a possible training opportunity for a Drug Recognition Expert Course in September, discussed the new junk and blight process that will be presented to Council on March 25th, and annual Defensive Tactics Training completed. Olson also discussed the Police Department booth at the Business Expo, the burglary at Sand Prairie Dental, and completion of the Police Department training room. Olson also reminded the public to be careful driving with more pedestrians outside in the nice weather.

Finance Department – Deb Wegeleben reviewed activities in the Finance Department noting that the annual Audit finished up today and is expected to be presented to the Council at the 2nd meeting in April. Wegeleben also informed Council that she will be attending the MCFOA Clerks and Finance Officers Conference next week along with training in April.

Public Works Department – Mike Goebel discussed efforts of the Public Works Department. Goebel presented photos of the truck rebuilds the department has been working on and tree trimming efforts throughout the City. Goebel also noted that the City has again received a SCORE Grant to operate the compost facility, interviews are underway on the open Public Works position, a grant has been received for exotic species weed treatment at the lakes, staff has been calibrating flow meters at the Wastewater Treatment Plant, working on a garage out at the wastewater treatment plant, and discussed the possibility of a painting/mural project at one of the well houses. Goebel also notified the public that road weight restrictions start tomorrow and that the City will start taking 2015 community garden applications next week.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims ranging from Check No. 68824 through Check No. 68946 with the exception of Check No's. 68797 and 68938 for separate consideration, Electronic Payments #2630E to #2641E, and payroll no. 5. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8B. Consider Auto Stop Payments in the Amount of \$4,573.52

Council Member Hansen motioned to approve payment of Check No. 68797 in the amount of \$3,073.39 and Check No. 68938 in the amount of \$1,500.13 payable to Auto Stop for services rendered. Seconded by Council Member Wallen, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Christenson, Danielowski, Hansen, and Wallen voting aye and Council Member Langsdorf abstaining. Motion carried.

Council Member Wallen left at 6:49 p.m.

9. ADMINISTRATOR'S REPORT

Joel Scharf provided an update on the City Administrator search, year-end reports which will be presented at the April regular meetings, informed Council of meetings he has attended including a Trunk Highway 25 meeting in Monticello, met with John Uphoff last week, worked the Business Expo, met with the Big Lake Ice Association, and met with the lead Auditor. Scharf also thanked staff for their work on the recent liquor licenses.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Christenson: Reviewed the March Community Education Advisory Board Meeting. Mike Goebel discussed the Parks Board Meeting and grant applications that will help to get some projects started out at the new River Oaks Park.

Mayor Danielowski: Discussed the March EDA Meeting. Mayor Danielowski also discussed upcoming community events including the Big Lake Lions Club/Coborn's Fill the Van event on March 13th – 15th, the Empty Bowl event at the High School on March 16th, a Big Lake Beyond the Yellow Ribbon meeting on March 16th, the upcoming Spud Fest Meeting on March 17th, the Fire Department Chili Feed on March 21st, the Sherburne History Center Rhythm and Brews Fundraiser on March 21st, the Food Shelf fundraiser on March 27th, the Big Lake Women of Today Easter Egg Hunt on March 28th, the Lions Club Pancake Breakfast on March 29th, and the Ambassador Spaghetti Dinner on April 11th. Mayor Danielowski also informed the public that the Farmer's Market is still looking for Vendors, and noted that she attended the Cub Scouts Blue and Gold event, the March 5th Legislative Conference, and the Big Lake Ambassadors Style Show on March 8th that was sponsored by Fudgin' Delicious, and attended the recent County Broadband Meeting.

Council Member Hansen: Reviewed the March Planning Commission Meeting.

Council Member Langsdorf: Discussed the March Big Lake Community Lake Association Meeting.

Council Member Wallen: Reviewed the EDA Meeting held in March. Council Member Wallen also noted that a Personnel Committee Meeting was held last week, and that he also attended the Joint Legislative Conference last week.

11. **OTHER** – No other.

12. **ADJOURN**

Council Member Hansen motioned to adjourn at 7:14 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 03/25/15