

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 14, 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, Assistant Fire Chief Paul Nemes, Liquor Store Manager Jan Muehlbauer, Assistant Building Official Larry Wasmund, 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 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 Wallen, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of February 22,

2012, 6B) Approve Goal and Visioning Workshop Minutes of February 25, 2012, 6C) Authorize Moving Forward with Bond Refunding with Ehler's and Associates, 6D) Approve Resolution No. 2012-16 accepting Spud Fest Donations to Big Lake Police and Fire Departments, 6E) Approve Interfund Loan Resolutions No. 2012-17 and 2012-18 for the 2008 EDA Taxable Lease Revenue Bonds Fund and the Industrial Park Expansion Land Purchase Fund, 6F) Approve Negative Cash Balance Interfund Loan Resolution No. 2012-19, 6G) Approve TIF Administration and Lift Station Maintenance Transfers, 6H) Approve Liability Agreement for use of commercial property to conduct Police Department training, 6I) Approve Resolution No. 2012-20 approving the Reestablishment of City Precincts and Polling Places, 6J) Approve the Extension and Revisions to the Marco Printer/Copier Contract, 6K) Approve NSP Rehabilitation Budget and Award Low Bid to Rock Creek Builders, Inc. from Becker, MN, and 6L) Approve Special Meeting Minutes of February 29, 2012.

7. BUSINESS

7A. PROCLAMATION – March as MN Food Share 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 Wallen motioned to approve Resolution No. 2012-21 proclaiming the month of March to be "Minnesota Food Share Month". Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7B. PUBLIC HEARING – Vacation of Drainage and Utility Easements for Marketplace 5th and 7th Additions

Katie Larsen reviewed the vacation request submitted by RKE Properties, LLC to vacate drainage and utility easements within the final plats of Big Lake Marketplace 5th and 7th Additions. Larsen noted that this vacation request is in conjunction with the Big Lake Marketplace 8th Addition/Friendly Buffalo Expansion located at 16772 – 198th Avenue NE.

Mayor Kampa opened the Public Hearing at 5:10 p.m. No one came forward. Mayor Kampa closed the Public Hearing at 5:11 p.m.

Council Member Langsdorf motioned to approve Resolution No. 2012-22 approving the vacation of drainage and utility easements within the Plats of Big Lake Marketplace 5th and 7th Additions. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7C. Development Application for the Big Lake Marketplace 8th Addition / Friendly Buffalo Expansion Project

Katie Larsen reviewed the planners report for the development application submitted by RKE Properties, LLC for the Big Lake Marketplace 8th Addition/Friendly Buffalo Expansion located at 16772 – 198th Avenue NE located at 16772 -198th Avenue NE. The application is proposing to construct a 2,250 square foot addition to the existing building with rooftop patio and deck terraces for outdoor dining. The project will also consist of two outdoor volleyball courts and four horseshoe pits with fencing around the perimeter. Construction of a new electronic reader board is also planned to be placed along the north side of the property along US Highway 10. Larsen reviewed the development application requirements which include a drainage and utility easement vacation that was previously approved by Council, a Simple Subdivision which includes preliminary plat and final plat, Site and Building Plan Review, Conditional Use Permits for outdoor recreation, the electronic signage, and fence height, and a variance for the Highway 10 setback encroachment for the trash enclosure.

Council Member Danielowski motioned to approve Resolution No. 2012-23 approving Conditional Use Permits, Variance, Preliminary and Final Plat, and Site/Building Plan Review for the Big Lake Marketplace 8th Addition and Friendly Buffalo Expansion project. Seconded by Council Member Langsdorf unanimous ayes, motion carried.

7D. Big Lake Rail Park – TIGER IV Funding Application

Jared Voge discussed the Federal Transportation Investment Generating Economic Recovery (TIGER) program that MNDOT is soliciting applications for. The program is intended to support projects which will improve economic efficiency, competitiveness, and development. The Big Lake Rail Park has been identified as a candidate project for the TIGER program. Voge also noted that a bill authored by Representative Mary Kiffmeyer is being circulated through the State Legislature consisting of \$2.9 million in State funding for the project. Voge explained that the TIGER IV application will request \$4.9 million for the construction of roadway and utilities associated with the Rail Park. If the City is successful in acquiring the TIGER IV funding and State funding, approximately \$7.8 million dollars of the estimated total project cost of \$10.7 million would be secured for the project.

Council questioned if the City would be required to provide matching grant dollars. Voge indicated that the State funding, if approved, could be used to offset a portion of the City's matching grant fund requirement.

Council Member Wallen motioned to approve Resolution No. 2012-24 stating the City's support of an application for the TIGER IV Funding for the Big Lake Regional Rail Park and to authorize staff to submit an application for TIGER IV Funding. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7E. Department Updates

Assistant Fire Chief Paul Nemes reviewed the number of current firefighters on staff and indicated that the Fire Board will be asked to approve advertising for additional firefighters to bring the department staff up from 32 to 35. Nemes also reviewed the number of fire calls for February and the focus of the department to educate citizens about land fire dangers that exist due to the dry conditions this winter season.

Liquor Store Manager Jan Muehlbauer provided information on the upcoming Spring Wine Fest scheduled on April 13th and the March 29th Bourbon tasting event. Muehlbauer also discussed the clothing collection company that places bins in the parking lot, and the status of bids for LED lighting in the liquor store coolers.

Public Works Director Mike Goebel provided information on the increase of grinding costs at the Compost Site. The Recycling Board has received an additional \$10,000 in grant funds to cover this additional cost. Goebel also informed Council that staff has started street sweeping early this year and that Community Garden applications will start in April. Mayor Kampa questioned if scholarships will be available for this program. Goebel indicated that there are no current scholarship programs earmarked for the program. Goebel also provided a reminder to the public that entrance cards are now required to gain access to the compost site and that cards can be obtained at City Hall.

8. LIST OF CLAIMS

Council Member Danielowski motioned to approve the List of Claims ranging from Check No. 62410 through Check No. 62524, and Electronic Payments #1614E to #1648E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Mike Wallen reviewed the Park Advisory Board recommendation for the "Get Outdoors Day" event.

Council Member Wallen motioned to approve the "Get Outdoors Day" event scheduled at Lakeside Park on May 5, 2012 and to waive all parking fees at Lakeside Park for participants. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

Todd Bodem informed Council that the Cherrywood Advanced Living and Duffy Development project tours have been scheduled for March 28, 2012 at 3:30 p.m.

Council Member Langsdorf motioned to set a Council Gathering on March 28, 2012 at 3:30 p.m. for the Cherrywood Advanced Living and Duffy Development project tours located

along Henry Road in the Big Lake Townhomes 2nd Addition Plat. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Bodem also discussed holding off on having a meeting with police department staff until a future date, informed Council that the in-house utility billing will start in June, that he will be re-evaluating City Hall job descriptions, and informed Council that a draft of the goals from the Goal Setting Workshop will be brought back to Council for discussion.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Danielowski: Provided a BLEDA Marketing Committee Meeting update.

Council Member Langsdorf: Reviewed the March BLCLA Meeting.

Council Member Wallen: Reviewed the March Parks Advisory Board Meeting.

11. OTHER

Mayor Kampa asked for answers and an explanation to the events that occurred behind her back in the last couple of weeks. Council Member Langsdorf stated that he didn't have any intention of leaving her out of the discussions. Kampa questioned why the personnel issues were not discussed at the Personnel Committee level. Council Member Danielowski stated that she felt she provided information to the Mayor as much as she could. Kampa questioned why the County was brought in as an Interim Police Chief and why the League wasn't utilized to help us find a temporary replacement. Langsdorf stated that he will take responsibility for contacting the County because he felt we needed someone from outside the department and that they could have someone in place immediately. Langsdorf also clarified that the County has been brought in on a temporary basis and that he has no intention of having them there on a permanent basis. Kampa stated that she is not happy with the way things were handled, and reminded Council that the team is supposed to act together on all matters of the City.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 5:37 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 03/28/12