

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 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, Seth Hansen, and Mike Wallen. Also present: Interim City Administrator/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.

Cody Munger; 680 Minnesota Avenue – Discussed the recent “Jailed For Hunger” Food Shelf fundraiser.

Sherburne County Commissioner Ewald Petersen provided a County Board update. Items discussed included consequences juvenile offenders face, the Safe Routes to School grant, staffing changes at the County, Economic Development efforts of the County, home valuations, landfills located in Sherburne County, the relocation of Sherburne County Soil and Water offices, and business retention efforts. Council thanked Commissioner Petersen for the update.

Mayor Danielowski closed the Open Forum at 6:23 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Backlund 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 Council Meeting Minutes of March 12, 2014, 6B) Approve Council Workshop Minutes of March 19, 2014, and 6C) Approve Liquor License Renewal Resolution No. 2014-17.

7. BUSINESS

7A. PROCLAMATION – National Donate Month

Mayor Danielowski read a Proclamation proclaiming the month of April to be “National Donate Month”.

Council Member Hansen motioned to approve Resolution No. 2014-18 proclaiming the month of April to be “National Donate Month”. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7B. PROCLAMATION – National Service Recognition Day

Mayor Danielowski read a Proclamation proclaiming April 1, 2014 to be “National Service Recognition Day”.

Council Member Backlund motioned to approve Resolution No. 2014-19 proclaiming April 1, 2014 to be “National Service Recognition Day”. Seconded by Council Member Wallen, unanimous ayes, motion carried.

7C. DONATION – Elk River Lions and Big Lake Lions

Joel Scharf discussed two \$375 cash donations received from the Elk River Lions Club and the Big Lake Lions Club towards the Police Department for the purchase of C.E.R.T. Member call out jackets. Council thanked both the Elk River Lions Club and the Big Lake Lions Club for their generous donations.

Council Member Hansen motioned to approve Resolution No. 2014-20 accepting two \$375 cash donations received from the Elk River Lions Club and the Big Lake Lions Club towards the Police Department for the purchase of C.E.R.T. Member call out jackets. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7D. Ordinance Amendment – Alcohol Production/Taprooms

Ben Wikstrom reviewed the planners report for the Ordinance Amendment that would allow breweries, taprooms, and brew pubs in certain zoning districts. Wikstrom noted that the Planning Commission held a public hearing on March 5, 2014 and the only two public comments came from Lupulin Brewing representatives. The Commission unanimously recommended approval of the ordinance amending I-1, I-2, and I-3 districts to permit alcohol production and breweries, to allow alcohol production and breweries up to 80% of the square footage of building area or leased space as a conditional use in the B-2 and B-3 districts, to allow taprooms as a conditional use in the I-1, I-2, I-3, B-2, and B-3 districts, and to add appropriate definitions to the definitions section of the ordinance.

Council Member Hansen motioned to approve Ordinance No. 2014-01 amending Chapter 10 of the Big Lake City Code regarding permitted and conditional uses in Business and Industrial Districts, and approve Resolution No. 2014-21 authorizing summary publication. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7E. Monthly Department Updates

Brad DeWolf from Bolton and Menk, Inc. provided an engineering update on various projects underway in the City. DeWolf discussed phosphorus limit information that will be brought to an upcoming meeting, discussed the Northern Star Apartments project, the timeline for completion of the BNSF CR 43 rail crossing, and provided an update on the status of the Wellhead Protection Plan and the MS4 Permit. Mayor Danielowski asked staff to prepare educational materials on the City's storm water efforts and how we continue to be good stewards of our environment.

Jessica Green provided the monthly finance update. Green discussed the completion of the recent audit and the status of the redevelopment grant audit. Green also discussed a possible joint collaborative project with Sherburne County related to electronic data storage.

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer reviewed February sales figures, discussed the Sea Devils tasting event at the Friendly Buffalo on March 28th, and discussed their upcoming Wine Fest in April. Muehlbauer noted that they donated vendor prizes for the MN Deer Hunters Association fundraiser, and noted that the carpets will be cleaned and the displays reset shortly.

Mick Kaehler provided building permit information for the month of February/March. Kaehler also noted that the City has issued permits year to date totaling \$1,877,466.75 in property valuation. Kaehler also discussed the status of the Rental Inspection Program and identified areas that are inspected during these inspections, noted that code enforcement will start up again after the snow cover is melted, and provided information on the Northern Star Apartment project and the Cargill expansion project.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims ranging from Check No. 66450 through Check No. 66539 with the exception of Check No. 66533 for separate consideration, and Electronic Payments #2299E to #2308E. Seconded by Council Member Wallen, unanimous ayes, motion carried.

8B. Consider Audio Communications Payment in the Amount of \$278.30

Council Member Hansen motioned to approve payment of Check No. 66533 in the amount of \$278.30 payable to Audio Communications. 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 Backlund abstaining. Motion carried.

9. ADMINISTRATOR'S REPORT

Jessica Green discussed the recent Regional Administrator's Meeting she attended, discussed removing the 2nd and 3rd tiers from water/sewer usage calculations to encourage citizens to stream their water during the time the city is experiencing freezing pipe issues, and noted that the Council has approved using December 2013 usage instead of 1st quarter usage to calculate sewer rates.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Wallen left the meeting at 7:02 p.m. for a church commitment.

Mayor Danielowski: Discussed the Sand Prairie Dental Business Retention visit, a recent Rail Safety Meeting, the Fine Arts & Culture event, the After Hours Chamber of Commerce Networking meeting at KleinBank, the Jailed For Hunger Food Shelf fundraiser, the Becker/Big Lake Ice Association fundraising event, a recent Spud Fest meeting, and the Big Lake Student Council meeting she attended. Mayor Danielowski asked for Council support to have a Student Council liaison work with the City Council. Mayor Danielowski also reviewed upcoming community events.

