

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

APRIL 13, 2016

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: Raeanne Danielowski, Seth Hansen, Duane Langsdorf, Scott Marotz and Mike Wallen. Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, Community Development Director Hanna Klimmek, Police Chief Joel Scharf, Public Works Director Mike Goebel, City Clerk Gina Wolbeck, Fire Chief Paul Nemes, and Assistant City Engineer Jared Voge 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 Hansen 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 Marotz, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Council Workshop Minutes of March 23, 2016, 6B) Approve Regular Council Meeting Minutes of March 23, 2016, 6C) Approve Reimbursement Procedure

Resolution No. 2016-27, 6D) Set Council Gathering for the Veterans Memorial Groundbreaking Ceremony on Tuesday, April 19, 2016 at 5:00 p.m. at the Jefferson Square Park, 6E) Accept the Resignation of Streets/Parks Foreman Frank Anderson, 6F) Approve 2016 Spud Fest Applications and Fee Waivers, 6G) Accept Resignation from Liquor Store Employee K. Nason and Approve the Hiring of Liquor Store Clerk Rylee Sayler, 6H) Approve Resolution No. 2016-28 approving a Therapeutic Massage License to Shufen Gao at Lily's Massage located at 635 Rose Drive.

7. BUSINESS

7A. POLICE OFFICER OATH OF OFFICE – Officer Matthew Hayen

Mayor Danielowski conducted a Swearing in Ceremony for newly appointed full-time Police Officer Matthew Hayen. Officer Hayen took the Patrol Officer Oath of Office.

7B. POLICE DEPARTMENT CITIZEN COMMENDATION AWARD – Mark Hedstrom

Police Chief Joel Scharf presented a Police Department Citizen Commendation Award to Mark Hedstrom for his action in apprehending a domestic assault suspect on March 25, 2016. Council thanked Hedstrom for his brave actions and dedication to the community.

Hedstrom discussed the event that occurred and reminded citizens to continue to look out for each other. Hedstrom thanked the Police Department and Council for the commendation.

7C. ORDINANCE AMENDMENT – Chapter 630 (Snowmobiles, Recreational Vehicles and Go-Carts)

Joel Scharf presented an ordinance amendment regulating the use of snowmobiles, recreational vehicles and go-carts on residential properties. Scharf discussed complaints received on operation of these types of vehicles on private property. The proposed revision to Chapter 630 would include language that regulates the operation of these types of vehicles on lots less than 2.5 acres in size and would be restricted to utilitarian related activities, speeds would be regulated within 300 feet of a dwelling, racing or aggressive driving behavior would be prohibited, owners of private properties would be held responsible for driving behavior on their property, and an exemption would be given for public safety agencies. Scharf noted that the City recognizes that many of our citizens utilize ATV's for work related activities on their property. The goal of this ordinance would be to continue an environment supporting the lawful and respectful operation of these types of vehicles in the City limits.

Council Member Hansen motioned to approve Ordinance No. 2016-02 amending Chapter 6, Section 630 of the Big Lake City Code to regulate the use of snowmobiles, recreational vehicles and go-carts on residential properties, and approve Resolution No. 2016-29 authorizing summary publication. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. ORDINANCE Amendment – Chapter 5 (Sexual Predator Residency Requirements)

Joel Scharf presented an ordinance regulating residency for Level III Predatory Offenders. The proposed ordinance would create a level of protection for children in the City limits by enacting a 2,000 foot buffer between the residence of a Level III predatory offender and locations frequented by children. The areas specifically designated for protection include schools, licensed daycares, and parks within the City limits. Scharf noted that there are currently no Level III offenders residing in the City limits.

Council Member Wallen motioned to approve Ordinance No. 2016-03 amending Chapter 5, of the Big Lake City Code adding section 596 establishing sexual predator residency restrictions, and approve Resolution No. 2016-30 authorizing summary publication. Seconded by Council Member Hansen, unanimous ayes, motion carried.

7E. Compost Site Asphalt Project – Accept Plans and Specifications and Authorize Advertising for Bid

Jared Voge reviewed the final plans and specifications for the 2016 Compost Site improvements. Voge reminded Council that grant funds were obtained to partially fund this project. Voge also informed Council that a bid change is needed so the project can be started sooner and asked Council to amend the bid date to Tuesday, May 3rd.

Council Member Hansen motioned to approve Resolution No. 2016-31 approving Plans and Specifications for the 2016 Compost Site Improvement Project with an amendment to the bid date to Tuesday, May 3, 2016. Seconded by Council Member Marotz, unanimous ayes, motion carried.

7F. Department Monthly Updates

Fire Department – Assistant Chief Halverson provided statistical information on calls of service for the month of March. Training this month was focused on smoke patterns. Halverson also reminded citizens to use caution when burning outdoors due to the dry conditions.

Police Department – Joel Scharf updated Council on police statistics and calls for service for the month of March. Scharf discussed the “Mothers Against Drunk Drivers” award presented to Officers Norlin and Chaffee who were recognized for DWI enforcement efforts, the departments Use of Force training, vehicle break-ins, and distracted driving enforcement efforts. Scharf also informed Council of the upcoming Senior Day Out event scheduled on May 18th from 8:00 a.m. to 2:30 p.m. at the Friendly Buffalo.

Engineering Department – Jared Voge of Bolton & Menk, Inc. provided an engineering update on various projects underway in the City. Voge discussed the the Northern Star Apartments project, discussed the Kwik Trip construction project, discussed the MS4 storm water reapplication permit which will be coming to Council in May, noted that the CR 5 trail and path project is expected to begin construction sometime in July, reviewed that the Norland Park development has been approved, and noted that the pedestrian mazes will be installed in the coming weeks.

Public Works Department – Mike Goebel reviewed activities in the various areas of the Public Works Department. Goebel discussed the River Oaks Park disk golf construction which should be complete by the end of the month, noted that he will be getting bids to renovate the old bath house building, informed Council that the City has received a lake weed treatment grant along with the required permits, discussed lake levels which are level with the overflow, and provided an update on the Mitchell Farms street mill/overlay project informing Council that quotes most likely will be considered by Council at the next meeting.

8. LIST OF CLAIMS

Council Member Hansen motioned to approve the List of Claims dated 03/18/16 through 04/06/16 and payroll no. 6. Seconded by Council Member Marotz, unanimous ayes, motion carried.

9. ADMINISTRATOR’S REPORT

Clay Wilfahrt informed Council that he will be meeting with Big Lake Township officials regarding future annexation of the SolarStone lease property. Wilfahrt also discussed League of MN Cities Safety and Loss Control training regarding securing storage of City data.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Danielowski: Discussed the April BLEDA Meeting. Mayor Danielowski noted that Big Lake has been welcomed into the MN GreenStep Communities program, encouraged citizens to volunteer with the Meals on Wheels program, and discussed recent community events. Mayor Danielowski also reviewed upcoming events including the Little Mermaid

school play, the CentraCare Bounce Back event, the Veteran's Memorial groundbreaking ceremony, Beyond the Yellow Ribbon sponsorship of a meal for children of deployed military, the Prayer Breakfast sponsored by area churches, and encouraged citizens to attend the April Coffee with the Mayor event on April 16th at Coborn's from 9:00 a.m. to 11:00 a.m.

Council Member Hansen: Reviewed the April Planning Commission Meeting.

Council Member Langsdorf: Reviewed the April Big Lake Community Lakes Association Meeting. Council Member Langsdorf also encouraged residents to attend the April 30th Lakes Association annual meeting.

Council Member Marotz: Discussed the recent Parks Advisory Board Meeting and the Big Lake Community Education Meeting.

11. **OTHER** – No other.

12. **ADJOURN**

Council Member Langsdorf motioned to adjourn at 6:53 p.m. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 04/27/16