

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 25, 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: Raeanne Danielowski, Lori Kampa, Duane Langsdorf, and Mike Wallen. Council Member absent: Dick Backlund. Also present: City Administrator Todd Bodem, Finance Director Paula Mastey, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Interim Police Chief Steve Doran, Assistant Fire Chief Paul Nemes, Liquor Store Manager Jan Muehlbauer, and City Engineer Brad DeWolf 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 Wallen motioned to adopt the proposed Agenda. Seconded by Council Member Langsdorf, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Danielowski motioned to approve the Consent Agenda with the removal of item no. 6F. Seconded by Council Member Langsdorf, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of

April 11, 2012, 6B) Approve Council Workshop Minutes of April 18, 2012, 6C) Approve Resolution No. 2012-28 Supporting an Application to the Transportation Economic Development Program for the Proposed Big Lake Rail Park, 6D) Approve Temporary Use Permit fee waiver for the Big Lake Car Show benefitting the Big Lake Food Shelf and area veterans, 6E) Call for a Special Council Gathering for the KleinBank Ground Breaking Ceremony on May 17, 2012 at 10:00 a.m. at 19943 CR 43, Big Lake, and 6G) Set a Council Budget Workshop to discuss the 2013 Budget on May 2, 2012 at 4:00 p.m. in the City Council Chamber.

6F) Ordinance Amending Chapter 2 of the Big Lake Municipal Code Redefining the Fire and Police Chief Positions

Council Member Danielowski asked that this item receive Fire Board approval prior to Council approval and that the Ordinance be separated when it comes back for approval. Staff noted that this item will be brought back upon approval of the Fire Board.

Council Member Danielowski motioned to table the Fire and Police Chief Position Ordinance until the fire chief language is approved by the Joint Fire Board. Seconded by Council Member Wallen, unanimous ayes, motion carried.

7. BUSINESS

7A. April 18, 2012 Council Workshop Update

Todd Bodem reviewed discussions held at the April 18, 2012 Council Workshop.

7B. DONATIONS – Big Lake Knights of Columbus, Elk River Lions Club, Big Lake Snow-Cruisers, and Xcel Energy to the Big Lake Fire Department

Todd Bodem reviewed donations submitted by the Big Lake Knights of Columbus, the Elk River Lions Club, the Big Lake Snow-Cruisers, and Xcel Energy to the Big Lake Fire Department towards the purchase of a Rescue ATV. Council thanked the organizations for their generous donations.

Council Member Danielowski motioned to approve Resolution No. 2012-29 accepting donations to the Big Lake Fire Department towards the purchase of a Rescue ATV. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7C. Sale of Tax Forfeited Property Discussion

Todd Bodem reviewed the listing of tax forfeited lands provided by Sherburne County which include all parcels approved for sale. Bodem noted that staff has reviewed the list

and is recommending the City retain parcels 65-445-0001 (Peterson's Third Addition "Park") and 65-533-0010 (Northland Meadows 1st Addition Outlot A). Bodem explained that the parcel in the Peterson's Addition is a low lying wetland and the parcel in the Northland Meadows development is an Outlot that should have been deeded to the City when the plat was recorded. Upon Council approval, the State of MN would issue a "Use Deed" granting the City ownership for public purposes only. This type of Deed prohibits the City from ever selling the parcels. Bodem noted that the balance of the properties on the list are not beneficial in an ownership capacity to the City and would be better served in private ownership paying full property taxes. Brad DeWolf discussed the parcels that will be sold which will most likely occur at a Sheriff's Sale.

Council Member Wallen motioned to authorize the Mayor and Council to execute the "Certificate of County Board of Classification of Forfeited Lands" with the removal of parcels 65-445-0001 and 65-533-0010. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7D. Department Updates

Brad DeWolf from Bolton and Menk, Inc. provided an engineering update on various projects underway in the City. DeWolf reviewed the proposed Rail Park, the Big Lake Homes project, indicated that items on the punch list for the Hwy 10/25 intersection improvement project are near completion, and provided a status update on the Cherrywood, Northstar Apartments, KleinBank, and CR 43 improvement projects. DeWolf also provided an update on the MNDOT Highway 10 improvement project.

Ron Wasmund from Inspectron, Inc. provided a building department update. Wasmund indicated that permit activity continues to be steady and that his staff is ready to go on the KleinBank and Northstar Apartments projects as soon as building plans are submitted. Wasmund also noted that they continue to work on site inspections at the Crossings of Big Lake, and the Cherrywood project. Wasmund introduced Mick Kahler who will be the assigned inspector in Big Lake and will be staffed in-house in Big Lake on Mondays, Wednesday, and Fridays.

Paula Mastey provided information on Finance Department activities. Mastey discussed the Utility Billing conversion, noted that the bond refunding project is still moving forward, and reviewed that preliminary budget discussions have started at staff level and will continue at the May 2nd meeting.

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer discussed the Bourbon tasting event held in March and the upcoming Tequila tasting scheduled on May 17th. Muehlbauer also discussed March sales figures which were substantially up from last year due to good weather conditions. Muehlbauer also discussed the Spring Winefest

event held on April 17th which had a great turn-out. Muehlbauer informed Council that the liquor store passed the alcohol compliance checks conducted by Sherburne County on April 17th.

8. LIST OF CLAIMS

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 62694 through Check No. 62774, and Electronic Payments #1675E to #1713E. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Todd Bodem reminded Council of the two upcoming Special Council Workshops that have been scheduled on May 2nd (budget kick-off) and May 16th (Goals and Visioning). Bodem also informed Council that the LELS Union has ratified the union contract and that the final draft will be coming to Council for approval.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Danielowski: Discussed the upcoming Smelt Fry on Friday April 27th at the Big Lake Fire Hall, the Clean Up Day event scheduled on May 5th at the Township Maintenance Building, and the "Get Outdoors" event on May 5th at Lakeside Park.

Council Member Wallen: Asked Council to keep Cheyenne Backlund in their thoughts after her surgery.

11. OTHER – No other.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 5:24 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 05/09/12