

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MAY 8, 2013**

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: City Administrator Todd Bodem, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, Police Chief Joel Scharf, Assistant 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.

Molly Schroeder – 1761 Grace Drive; Provided an update on the Living with Lupus Fundraising event scheduled at Lakeside Park on May 18th from 10:00 a.m. to 4:00 p.m. Schroeder thanked City staff for their assistance with this event.

Mayor Danielowski closed the Open Forum at 6:03 p.m.

5. PROPOSED AGENDA

Council Member Wallen motioned to adopt the proposed Agenda with the addition of item no. 7G – Police Week Proclamation. Seconded by Council Member Hansen, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Hansen motioned to approve the Consent Agenda with the removal of item no. 6I for separate consideration. Seconded by Council Member Wallen, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Special Council Workshop Minutes of April 24, 2013, 6B) Approve Regular Council Meeting Minutes of April 24, 2013, 6C) Approve Resolution No. 2013-36 in support of the Sales Tax Exemption Bill, 6D) Set Special Council Gathering on Wednesday, May 18, 2013 from 9:00 a.m. to 3:00 p.m. for the 2013 Clean Up Day Event at the Big Lake Township Maintenance Building, 6E) Set Special Council Gatherings on Thursdays from May 9, 2013 through October 2013 for the Big Lake Farmers Market and Music in the Park Events at Lakeside Park, 6F) Set Joint City/EDA Workshop on Wednesday, May 22, 2013 at 4:30 p.m. to discuss Ongoing Economic Development Efforts, 6G) Authorize Municipal Liquor Store Donation to the Legacy Foundation, and 6H) Accept Resignation of Accounting Clerk Bea Lindberg and Authorize Advertising to Fill the Position.

6I) Authorize Staff to Negotiate Property Purchase.

Council Member Wallen discussed concerns with staff negotiating a purchase as this could indicate authorizing a sale price. Mayor Danielowski clarified that staff would be allowed to open up discussions to find out what a potential price would be and will report back to Council with this information.

Council Member Wallen motioned to authorize staff to negotiate a purchase price with the owner of the property located at 790 Minnesota Avenue. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7. BUSINESS

7A. OATH OF OFFICE - Patrol Lieutenant Sam Olson

Mayor Danielowski conducted the Oath of Office to new Patrol Lieutenant Sam Olson. Council congratulated Lieutenant Olson on his new position with the department.

7B. PUBLIC HEARING – Vacation of EDA Easement for the Jefferson Center Plat

Jared Voge discussed easements located in the Hwy 10/CR 5 intersection improvement project area and the Martin Avenue Phase III street project area that were acquired by the EDA. The easement was recorded over a portion of these properties for right of way purposes and are now located in the newly approved Jefferson Center Plat. The City Attorney has recommended that the existing easements along CR 5 and Martin Avenue be vacated since right of way will be platted in the same location. Voge explained that vacating these easements will prevent title issues in the future by not having right of way platted over existing easements.

Mayor Danielowski opened the public hearing at 6:15 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:16 p.m.

Council Member Hansen motioned to approve Resolution No. 2013-37 vacating public right of way easements located in the Jefferson Center Plat. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7C. DONATION – Xcel Energy

Paul Nemes reviewed a \$2,000 cash donation received from Xcel Energy towards the Fire Department for the purchase of non-budgeted capital items. Council thanked Xcel Energy for their generous donation.

Council Member Wallen motioned to approve Resolution No. 2013-38 accepting a \$2,000 cash donation from Xcel Energy towards the Big Lake Fire Department. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7D. DONATION – K&N Corporation

Joel Scharf reviewed the equipment donation to the Police Department from K&N Corporation. The equipment donated included cold air intake systems to be used in police vehicles. Council thanked K&N Corporation for their generous donation.

Council Member Hansen motioned to approve Resolution No. 2013-39 accepting cold air intake equipment donations to the Big Lake Police Department from K&N Corporation. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7E. Department Updates

Fire Department

Paul Nemes discussed recent activities of the Fire Department. Nemes also discussed the number of fire fighter applications they have received and informed Council that they will be reviewing applicant information this month. Nemes also reviewed grass fire conditions, and noted that the Smelt Fry fundraiser was very well attended and explained that the Lions Club will be making a donation towards the extrication equipment from the proceeds of the smelt fry. Mayor Danielowski questioned if train sparks are a common occurrence. Nemes stated that it is unacceptable for train sparks to occur and that the DNR has been notified of recent rail issues pertaining to train sparks and that BNSF will be billed through the DNR.

Police Department

Joel Scharf updated Council on police statistics and calls for service. Scharf discussed a home invasion that occurred in Big Lake and noted that two individuals are in custody on that case. Scharf also reviewed that a person has been formally charged in tire slashing's that occurred in the City, and that restitution will be sought. Scharf also discussed recent vandalism in the Wright's Crossing Park that was reported by an aware neighbor, noted that Big Lake Night Out efforts have begun, informed the public that Junk/Blight and yard parking enforcement is underway, provided an update on the Reserve Officer hours donated, and encouraged residents to take pride in their area parks and to keep an eye out for vandalism issues. Scharf thanked police department staff who applied for the Lieutenant position and congratulated Sam Olson on his new position.

Community Development Department

Todd Bodem reviewed efforts of the Community Development Department. Bodem noted that the Decklan Group is doing a great job, and reviewed Tricap meetings held to discuss NSP properties. Bodem also discussed the Dill Dental project, the Town Square project, a Rail Park neighborhood meeting that will be held next week, the Northern Star Apartment project, the Lake Shopping Center 4th Addition, and landscaping underway at Klein Bank.

Public Works Department

Mike Goebel updated Council on recent activities in the Public Works Department. Goebel also discussed the busy spring season, noted that crack filling might not be able to be done due to limited access to equipment rentals, explained that the Biosolids treatment dryer is in its 2nd week of operation, informed Council that the City has received an invasive species grant for treatment of the lakes, and that the City has received a commitment from the Workforce Center for a labor grant of 120 hours. Goebel also informed Council that the City has been approved for a 90 gallon paint grant from Valspar to paint the hockey rink panels, and that there are still 4 sites left at the community gardens site. Goebel also noted that Community Recreation will be using park ball fields this spring/summer due to a shortage of field space for youth sports. Goebel informed Council that seasonal staff have been hired for the summer, that the lake level is a foot lower than last year at this time, and that the fishing pier at Lakeside Park has been put in.

7F. Parks Advisory Board Update

Katrine Nau presented an update on the Parks Advisory Board activities and upcoming events. Nau reviewed the focus of the Parks Board, long term goals, budget, park dedication fees, and noted that the Parks Board will be working with community partners to bring more people to the park system such as sports associations, and Community Education. Nau reminded the public that there are two vacancies on the Parks Board and encouraged City residents interested in the City park system to contact Public Works.

The River Oaks Park open house is scheduled for June 2nd from 1pm – 4pm. Nau also encouraged residents to go to the City Website to participate in a park survey. Mayor Danielowski discussed possible winter season activities at local parks.

7G. Police Week Proclamation

Joel Scharf reviewed Police Week activities and Police Officer Memorial Day on May 15th. Mayor Danielowski read a Proclamation proclaiming the week of May 13th through May 17th, 2013 as Police Week 2013. Council thanked the Police Department staff for their dedicated service.

Council Member Wallen motioned to approve Resolution No. 2013-40 proclaiming May 13th through May 17th, 2013 as Police Week 2013. Seconded by Council Member Christenson, unanimous ayes, motion carried.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims ranging from Check No. 64787 through Check No. 64869 with the exception of Check No's. 64791 and 64823 for separate consideration, and Electronic Payments #2018E to #2023E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

8B. Consider Audio Communications Payments

Council Member Hansen motioned to approve payment of Check No. 64791 in the amount of \$12.31 and Check No. 64823 in the amount of \$154.97 payable to Audio Communications. Seconded by Council Member Christenson, 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

Todd Bodem discussed the status of the Finance Director hiring noting that four applicants will be interviewed tomorrow. Bodem also noted that the City was not awarded a Safe Routes to School Grant this year.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Christenson: Provided an update on the Mock Crash held at the Fire Hall on May 1st. Council Member Christenson explained that the main focus of the mock crash was to highlight the hazards of distracted driving to 11th and 12th grade students from Big Lake High School.

Mayor Danielowski: Discussed the Kids Choice 5th Grade Program. Mayor Danielowski also reviewed recent Spud Fest meetings and numerous upcoming community events.

Council Member Hansen: Provided an update on the May 1st Planning Commission Meeting.

11. OTHER

Gina Wolbeck informed the public that the May 17th Movie in the Park event has been cancelled due to a lack of sponsorships and spring weather concerns. Wolbeck noted that the next Movie in the Park event is scheduled on September 13th.

12. ADJOURN

Council Member Wallen motioned to adjourn at 7:07 p.m. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 05/22/13