

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MAY 9, 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, Interim Police Chief Steve Doran, Assistant Fire Chief Paul Nemes, 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 Langsdorf motioned to adopt the proposed Agenda. Seconded by Council Member Danielowski, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Danielowski motioned to approve the Consent Agenda as presented. Seconded by Council Member Backlund, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of April 25, 2012, 6B) Approve Special Council Workshop Minutes of May 2, 2012, 6C) Call for a Special Council

Gathering for the Cherrywood of Big Lake Ribbon Cutting Ceremony on May 15, 2012 at 5:30 p.m. at 177 Henry Road, Big Lake, 6D) Approve Sign Permit Fee waiver request for the Living with Lupus & Fighting Together Family Fun Day Event, 6E) Approve Sign Permit Fee waiver request for the United Way Ladies Night Out Event, 6F) Approve Law Enforcement Labor Services 2013 Contract, and 6G) Approve Resolution No. 2012-30 in Support of the Leighton's Landing II Limited Partnership Tax Credit Application.

7. BUSINESS

7A. May 2nd Council Workshop Update

Todd Bodem reviewed the May 2nd Council Workshop.

7B. Initiative Foundation – Partnership Plaque Presentation

Sandy Voigt from the Initiative Foundation presented the City with a charitable contribution plaque in recognition of the City's financial support of the Foundation over the last five years. Voigt indicated that the City contributed \$6,000 to the Foundation's permanent endowment which was matched through a contribution from the McNight Foundation. Council thanked Ms. Voigt for the recognition.

7C. Call for the Sale of G.O. Refunding Bonds, Series 2012A

Paula Mastey discussed the analysis that was done on refunding opportunities for the City, and the status of current interest rates. Stacey Kvillvang from Ehlers and Associates reviewed five bond issues that have been determined to prove beneficial if refunded which include the 2004A, 2005B, 2006B, 2007D and 2007E bonds. Kvillvang clarified that the amount of the refunding bonds will be \$4,855,000.

Council Member Wallen motioned to approve Resolution No. 2012-31 for the sale for the 2012A G.O. Refunding Bonds for \$4,855,000. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. Police Vehicle Design Update

Steve Doran reviewed potential designs for the new police vehicle. Doran explained that the department wanted to change the image of the current vehicle design to a more traditional black/white design and to have the police department patch design on the vehicle. Council questioned if it is uncommon for departments to have mixed police vehicle designs. Doran explained that it would generally take up to five years to rotate out the old design and that it is common practice in other agencies. Doran also explained that this new vehicle will likely be the most heavily used fleet vehicle and an older vehicle will be rotated

out. Council consensus was to proceed with the purchase of the black and white design, and to allow the department to choose the final font and graphics for the vehicle.

7E. DONATIONS – C. Munger and Connexus Energy to the Big Lake Fire Department

Paul Nemes reviewed the cash donation of \$1,000 from Connexus Energy and the \$10 cash donation from Cody Munger to go towards the purchase of a Rescue ATV for the Fire Department. Council thanked Connexus Energy and Mr. Munger for their generous donations.

Council Member Wallen motioned to approve Resolution No. 2012-32 accepting cash donations from Cody Munger and Connexus Energy for the purchase of a Fire Department Rescue All-Terrain ATV Vehicle. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7F. DONATION – Laptops from Sherburne County to the Big Lake Police Department

Steve Doran discussed a donation from Sherburne County consisting of six laptops and four laptop mobile mounting systems to be used in marked police vehicles. Doran explained that these items will be used to upgrade what is already being used by the Big Lake Police Department. If Council chooses to accept the donation, the acceptance would be to retain the donation for at least one year.

Council Member Danielowski motioned to approve Resolution No. 2012-33 accepting laptop and mobile mounting systems from Sherburne County for marked police vehicles towards the Police Department for at least a one year time frame. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7G. 2012 County Road 43 Improvement Project – City Portion of Costs

Brad DeWolf reviewed the Sherburne County improvements planned for County Road 43 from County Road 14 to 198th Avenue. The project consists of roadway reconstruction and the installation of concrete curb and gutter from Forest Road to 193rd Avenue. Sherburne County has indicated that they will take bids for the improvements in June 2012 with construction expected to begin in July 2012. DeWolf noted that staff has been in communication with Sherburne County for the last several years on this project which will provide an opportunity to further Council's goal of a Railroad Quiet Zone within the City through the construction of a concrete median and improvements to the railroad signal system and crossing surface. Staff has also reviewed the City's comprehensive water system plan and has identified the need for a raw watermain along the CR 43 corridor for

the future construction of municipal wells south of the railroad tracks. DeWolf identified other watermain improvements which consist of the extension of approximately 1,300 feet of 8 inch diameter watermain along the west side of CR 43 to the future Northland Meadows Development located across from 193rd Avenue. The developer has contacted the City regarding the installation of sanitary sewer as part of the project to provide future service to the property. Staff has also identified the potential for the elimination of a portion of sanitary sewer located north of Donna Court which an abandonment would eliminate a crossing beneath the BNSF railroad tracks. DeWolf reviewed the cost estimates which has a total City cost of \$1,538,012. DeWolf discussed costs that would be reimbursable through State Aid dollars for street and storm sewer improvements, the watermain costs should be funded through the City's Water Enterprise Fund, but due to the balance in the funds, the costs would need to be bonded for. The sanitary sewer costs for the Northland Meadows Development will be funded by the developer and the sanitary sewer abandonment can be funded through the City's Sanitary Sewer Enterprise Fund. The railroad improvements associated with the quiet zone will be incurred by the City for reimbursement directly to BNSF Railway. DeWolf reviewed the cost savings the City would benefit by doing these improvement in conjunction with the Sherburne County project.

Staff clarified that the projected costs are preliminary and that the next step would be the bidding process with a cooperative agreement to be presented to Council for approval at a future meeting.

Council questioned if the City should retain some State Aid Funds to help cover upcoming street projects. DeWolf discussed the new option for cities to advance State Aid dollars and new State Aid rules coming within the next 18 months that could be very beneficial to Big Lake.

Council Member Danielowski motioned to authorize bidding of Streets, Storm Sewer, Distribution of Watermain, Raw Watermain, Sanitary Sewer for the Northland Meadows Development, Sanitary Sewer Abandonment, and Railroad Crossing Improvements in conjunction with the Sherburne County Road 43 Improvement Project. Seconded by Council Member Wallen, unanimous ayes, motion carried.

7H. Department Updates

Paul Nemes from the Fire Department updated Council on the testing process underway for the hiring of three new fire fighters. Nemes informed Council that the Rescue ATV has been ordered from Polaris. Nemes also discussed the number of calls for the month and reviewed the bids submitted on the curbing and apron replacement in front of the fire hall.

Steve Doran updated Council on Police Department activities for the month. Police calls are slightly down from last year at 453. Doran also informed Council that the department

has met their training goal and will be participating in upcoming DWI enforcement campaigns, that the DRE officer will be brought back to active status, and that the department brought in \$5,100 at the recent police auction.

Katie Larson from the Community Development Department updated Council on the two NSP rehab projects, the upcoming retail development in the Lake Shopping Center area, the status of the Rail Park grant applications and bonding bill efforts, the status of the space needs assessment, noted that the Cherrywood project has received one of their Certificate of Occupancies, and that the Crossings of Big Lake project is on schedule. Larsen also informed Council that three new single family home permit applications have recently been submitted and staff will be conducting the required reviews.

Mike Goebel from the Public Works Department informed Council that they have treated 43.9 acres of Eurasian Water Milfoil and did not need to treat for Curly Leaf Pond Weed as none detected during the last weed inspection. Sentence to Serve and the Elk River Cub Scouts helped plant trees and seedlings in the park system recently, and the City has received an extension on the Workforce Grant. Goebel also discussed the May 5th Get Outdoors Day event and the Community Garden program.

8. LIST OF CLAIMS

Council Member Danielowski motioned to approve the List of Claims ranging from Check No. 62775 through Check No. 62837 and Electronic Payments E1714 through E1719. Seconded by Council Member Backlund, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Todd Bodem thanked Council and citizens for their patience during the City's computer outage. Bodem also discussed the benefit of establishing a Facility Space Needs taskforce. Mayor Kampa and Council Member Danielowski volunteered to sit on this taskforce as Council representatives.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Thanked the Clean Up Day volunteers for their hard work.

Council Member Danielowski: Discussed the May Community Education Meeting, informed the public that the Farmer's Market opens this Friday, and provided information on the May 18th Movie in the Park event. Council Member Danielowski also discussed the Community Garden program and asked that information be added to the Reader Board Sign and cable channel to better educate the public on the program.

Mayor Kampa: Provided an update on the 2nd Quarter Cable Commission Meeting.
Council Member Langsdorf: Reviewed the May 2nd Planning Commission Meeting.

Council Member Wallen: Provided an update on the May 5th Clean Up Day Event and discussed the upcoming Living with Lupus event scheduled on May 19th.

11. OTHER

Council Member Langsdorf asked Council to consider making a decision on whether to proceed with hiring a Police Chief now, or to open up discussion on whether or not the City wants to continue to get information from the Sherburne County Sheriff on the County providing law enforcement services in Big Lake. Langsdorf questioned if it is worth disbanding our current department just to save \$100,000 to \$200,000. Langsdorf also stated that he feels we should leave the salary range bottom as originally planned but increase the top range dependent on qualifications. Council Member Danielowski stated that we need to do our research and get facts before we make a decision. Danielowski also stated that we need to manage the costs in the department. Mayor Kampa stated that she has had second thoughts on bringing this vote to a ballot as the Council was elected to make those decisions. Mayor Kampa also stated that not everything is about the numbers and that it is Council's job is to set the budget, not to manage the department which will be the new chief's job. Council Member Wallen stated that while Captain Doran has done a great job as interim chief, he will be going back to his permanent job at the County at the end of the contract. Wallen questioned how we can expect to get good chief candidates if we are still having discussions about disbanding the department. Council Member Backlund stated that we need move on it, and that he would like to see the numbers from the County. Council directed staff to proceed with advertising for the hiring a new police chief.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 6:05 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 05/23/12