

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES**

**MAY 11, 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, Scott Marotz and Mike Wallen. Council Member absent: Duane Langsdorf. 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.

George Quinn, Lake Street North - Discussed upcoming community events and encouraged citizens to volunteer in some capacity to help out in their community.

Bruce Pfeffer – Urged citizens to enjoy their local lakes.

Mayor Danielowski closed the Open Forum at 6:04 p.m.

**5. PROPOSED AGENDA**

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

**6. CONSENT AGENDA**

Council Member Wallen motioned to approve the Consent Agenda as presented. Seconded by Council Member Hansen, unanimous ayes, consent agenda approved. The Consent

Agenda consists of: 6A) Approve Regular Council Meeting Minutes of April 27, 2016, 6B) Accept Resignation of Employment for Part-time Liquor Store Clerk S. Gryczkowski, 6C) Approve Cost Share Agreement with Sherburne County for Election Equipment, 6D) Accept \$3,500 Central MN Arts Board Grant, 6E) Approve Hiring of Sean Thompson and Karleigh Johnson as Seasonal Temporary Employees, and 6F) Approve Highway 25 Corridor Coalition Joint Powers Agreement.

## **7. BUSINESS**

### **7A. PRESENTATION – Big Lake School Superintendent Steve Westerberg**

Big Lake School Superintendent Steve Westerberg provided an update on the Big Lake School District and discussed the upcoming School Bond Referendum. Council thanked Westerberg for providing valuable information on the Big Lake School District.

### **7B. 2016 Compost Site Improvements – Receive Bids and Award Contract**

Jared Voge discussed a recommendation from staff to table this item until a future Council Meeting.

Council Member Hansen motioned to table the bid award until a future Council meeting. Seconded by Council Member Marotz, unanimous ayes, motion carried.

### **7C. DONATION – Big Lake Spud Fest**

Gina Wolbeck reviewed a \$1,700 cash donation provided by the Big Lake Spud Fest Organization to the City of Big Lake towards the purchase of Beyond the Yellow Ribbon Banners. Council thanked Spud Fest for their generous donation.

Council Member Wallen motioned to Approve Resolution No. 2016-39 accepting a \$1,700 cash donation from the Big Lake Spud Fest Organization to the City of Big Lake towards the purchase of Beyond the Yellow Ribbon Banners. Seconded by Council Member Hansen, unanimous ayes, motion carried.

### **7D. DONATION – Big Lake Spud Fest**

Mike Goebel reviewed a \$4,500 cash donation provided by the Big Lake Spud Fest Organization to the City of Big Lake Parks Department for improvements to the River Oaks Park. Council thanked Spud Fest for their generous donation.

Council Member Hansen motioned to Approve Resolution No. 2016-40 accepting a \$4,500 cash donation from the Big Lake Spud Fest Organization to the City of Big Lake Parks

Department for improvements to the River Oaks Park. Seconded by Council Member Marotz, unanimous ayes, motion carried.

## **7E. Monthly Department Updates**

Fire Department – Paul Nemes provided statistical information on calls of service for the month of April. Nemes discussed training in April that was focused on life safety ropes, and informed Council that firefighter Lyle Lommel has had a job change and is no longer able to meet the requirements of the Fire Department. Nemes also informed Council that the Department is testing out a new program called “I am responding” which is set up through Sherburne County Dispatch which will help Fire Administration know how many officers are responding and how far out they are.

Police Department – Joel Scharf updated Council on police statistics and calls for service for the month of April. Scharf thanked the Sherburne History Center volunteers for donating 32 quilts for the Police Department to hand out to children in need of comfort, discussed the Bike Helmet Coupon program, the upcoming Bike Rodeo on May 21<sup>st</sup>, reviewed curbing improvements to the Police Department/Community building, reminded citizens of the May 18<sup>th</sup> Senior Day Out event, and discussed Investigator Berg’s Police Unity Bike Tour. Scharf also presented a Proclamation proclaiming the week of May 15 – 21, 2016 as Police Week in Big Lake. Mayor Danielowski read the Proclamation aloud. Scharf also reminded Council of the Sherburne County Sheriff’s Honor Guard presentation at the Government Center on May 17<sup>th</sup>.

Council Member Hansen motioned to approve Resolution No. 2016-41 Proclaiming May 15 – 21, 2016 as Police Week in Big Lake. Seconded by Council Member Marotz, unanimous ayes, motion carried.

Engineering Department – Jared Voge of Bolton & Menk, Inc. provided an engineering update on various projects underway in the City. Voge discussed the Phosphorus Improvement project, noted that construction at the Kwik Trip site is progressing, noted that the MS4 Permit reapplication Ordinances will be brought to Council at the next meeting, updated Council on the CR 5 Trail and Roadway Improvement project, noted that the Norland Park 2<sup>nd</sup> Addition sidewalk construction will be starting, and indicated that the pedestrian mazes will be installed in the Quiet Zone crossing areas in the next couple of weeks.

Public Works Department – Mike Goebel reviewed activities in the various areas of the Public Works Department. Goebel discussed revenue generated by non-City use of the wastewater treatment facility, a Certificate of Commendation the City received recognizing 18 years of continued compliance with the Minnesota Pollution Control Agency’s

NPDES/SDS Permit Program, issues with starting up irrigation systems on City properties, and reviewed current lake levels. Goebel also noted that the Phosphorus Improvements will be powered up soon, and reminded homeowners that they are responsible for maintenance on their properties and boulevard areas.

**8. LIST OF CLAIMS**

Council Member Hansen motioned to approve the List of Claims dated April 8, 2016 through May 4, 2016 and payroll no. 8. Seconded by Council Member Marotz, unanimous ayes, motion carried.

**9. ADMINISTRATOR'S REPORT**

Clay Wilfahrt reviewed the Highway 25 Joint Powers Agreement noting that they will start putting together a plan on how they will move forward. Wilfahrt also discussed that planning efforts for Wi-Fi construction at Lakeside Park is underway, and the Celebrate Your Lake grant proceeds will be presented at a Music in the Park event this summer.

**10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Mayor Danielowski: Reviewed the April BLEDA Meeting, the Big Lake Community Lake Association Meeting, and the 2016 Clean-Up Day event. Mayor Danielowski also provided an update on upcoming community events and volunteer opportunities.

Council Member Hansen: Discussed the April Planning Commission Meeting.

Council Member Marotz: Discussed the April Big Lake Community Education Meeting.

Council Member Wallen: Reviewed the recent BLEDA Meeting. Council Member Wallen also thanked new Community Development Director Hanna Klimmek for her operation of the department and efforts with the BR&E program.

**11. OTHER** – No other.

**12. ADJOURN**

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

Gina Wolbeck  
City Clerk

05/25/16  
Date Approved By Council