

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MAY 25, 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, Community Development Director Hanna Klimmek, Police Chief Joel Scharf, Public Works Director Mike Goebel, City Clerk Gina Wolbeck, Liquor Store Manager Jan Muehlbauer, and City Engineer Brad DeWolf and Assistant City Engineer Jared Voge from 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 Hansen, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Joint City/Township Meeting Minutes of May 11, 2016, 6B) Approve Regular Council Meeting Minutes of May 11, 2016, 6C) Approve Cleaning Services

Contract with Sara Freiday, 6D) Approve Appointment of Reserve Officers, 6E) Accept Resignation of Part-time Police Officer Ben Jarvi, 6F) Approve Resolution No. 2016-42 and the Amended and Restated Development Agreement for Tax Increment Financing District 1-7, 6G) Approve Xceligent Direct Service Contract, 6H) Approve Ordinance No. 2016-08 Amending Chapter 535 to Finalize Exemptions to Hunting Regulations Adopted December 9, 2015 and Approve Summary Publication Resolution No. 2016-43, 6I) Approve Northern Lighters Pyrotechnics Fireworks Display Permit for the 2016 Big Lake Spud Fest Event, and 6J) Set a Special Council Workshop Date of Saturday, June 4, 2016 from 10:00 a.m. to 2:00 p.m. at the Friendly Buffalo Event Center for a Strategic Planning Session.

7. BUSINESS

7A. ORDINANCE – Minnesota Municipal Separate Storm Sewer System (MS4) Permit

Jared Voge reviewed the Minnesota Municipal Separate Storm Sewer System (MS4) permit process. The City's original MS4 permit was obtained in 2006 and the renewal was formally accepted by the MPCA in April 2014. Voge noted that Minnesota Statute 7090.1010 requires that City ordinances be revised to accommodate the new permit requirements. Amendments include changes to Chapter 5 to add new Section 596 titled "Illicit Discharge" to protect the public waters from prohibited pollutants, changes to the Zoning Code to require site developers to show proposed storm water management methods, to comply with the new State of MN buffer law, detailing minimum requirements for installation of sediment basins, inspections and documentation of sediment control measures, and changes to Section 1108 to include standards for storm water volume, total suspended solids, total phosphorus on new and redevelopment projects in the City, updates to standards for on-site infiltration of storm water, and protections to ensure storm water improvements required by the City Council are installed and maintained in a timely manner.

Council discussed that the MS4 requirements are Minnesota Pollution Control Agency regulations and are required to comply with Federal rules which have been passed on to the State, and then passed on to local municipalities.

Council Member Hansen motioned to approve Ordinance No. 2016-09 amending the Big Lake City Code to incorporate Minnesota Municipal Separate Storm Sewer System (MS4) Permit requirements and to approve Summary Publication Resolution No. 2016-44. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7B. Monthly Department Updates

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer thanked liquor store

staff, especially Lisa Miller and Melissa Vilmo, for their efforts during her leave. Muehlbauer discussed the spring wine fest that was held on May 6th at the Friendly Buffalo indicating that they will not be holding a Spring Wine Fest in the future due to low attendance, informed Council that the store passed the recent alcohol compliance check, and discussed completion of the flooring project at the store, thanking vendors for their help during the project.

Hannah Klimmek provided an update on activities in the Community Development Department. Klimmek reviewed business retention and expansion visits to various companies in the community, discussed the 2016 Farmer's Market, reviewed code enforcement efforts, and discussed development figures predicting that 50 to 75 new builds will happen this year. Klimmek also discussed the Comprehensive Housing Study update, and discussed the Xceligent software that the City will be using to track available land/properties in the City. Klimmek also discussed building permit information for the month of April noting that the City has issued permits year to date totaling \$8.7m in property valuation.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims dated 04/09/16 through 05/19/16 with the removal of Check No. 71790 for separate consideration and payroll no. 9. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

8B. Consider Auto Stop Payment in the Amount of \$2,249.24

Council Member Hansen motioned to approve payment of Check No. 71790 in the amount of \$2,249.24 payable to Auto Stop. Seconded by Council Member Marotz, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Danielowski, Hansen, Marotz and Wallen voting aye and Council Member Langsdorf abstaining. Motion carried.

9. ADMINISTRATOR'S REPORT

Clay Wilfahrt discussed the Blandin Foundation grant for Wi-Fi improvements at Lakeside Park, and reminded citizens of the upcoming Xcel Energy power outage scheduled on June 14, 2016. Wilfahrt also discussed the former dry cleaner building on Lake Street South noting that an environmental analysis has been completed and the County is looking to sell the property. Wilfahrt also thanked Jan and the liquor store staff for their efforts to keep the store open during the flooring construction.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Danielowski: Discussed upcoming events including the kick off to the summer Farmer's Market events, the Oak Savannah Learning Center open house at the Wildlife Refuge, the Movie in the Park event scheduled for June 17th, and upcoming Memorial Day ceremonies. Mayor Danielowski also noted that the last day of school in Big Lake is June 9th with the graduation commencement ceremony scheduled for June 10th.

Council Member Hansen: Discussed the May 18th Planning Commission Meeting.

Council Member Wallen: Reminded residents that Music in the Park starts next week.

11. OTHER – No other.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 6:25 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 06/08/16