

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 8, 2011**

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 Scott Johnson, City Clerk Gina Wolbeck, Community Economic Development Director Jim Thares, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Police Chief Sean Rifenerick, and Consultant City Engineers Brad DeWolf and Jared Voge from 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 Backlund, unanimous ayes, agenda adopted.

6. CONSENT AGENDA

Council Member Danielowski motioned to approve the Consent Agenda as presented. Seconded by Council Member Wallen, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of May 25, 2011, 6B) Approve 2011 Sherburne County SCORE Funding Grant Agreement, 6C) Approve Payment to Hardrives, Inc. for three Wayfinding Signs, 6D) Approve NSP Rehab Budget Adjustment for 5647 Loon Drive, 6E) Set Budget Workshop on Monday, June 20,

2011 at 5:00 p.m. in the City Council Chamber, 6F) Approve Becker/Big Lake Ducks Unlimited Exempt Raffle Permit Application, 6G) Approve Resolution No. 2011-34 authorizing submittal of the Safe Routes to School Infrastructure Grant Application, and 6H) Approve Resolution No. 2011-35 approving a Tobacco License for Lilyanna's Bar and Grill.

7A. Award Sale of 2011A Bonds

Stacie Kvilvang reviewed the Bond Sale held for the General Obligation Improvement Refunding Bonds, Series 2011A to refinance the 2002A General Obligation Improvement Bonds. Kvilvang also informed Council that Standard & Poor's Ratings Services has affirmed their stable A+ long-term rating on the City's existing debt. Kvilvang reviewed the Bond Sale bids and the low bid was submitted by UMB Bank, N.A. from Kansas City, Missouri at an interest rate of 2.0367%.

Council Member Langsdorf motioned to approve Resolution No. 2011-36 providing for the issuance and sale of \$2,105,000.00 General Obligation Improvement Refunding Bonds, Series 2011A, and pledging for the security thereof special assessments and levying a tax for the payment thereof. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

7B. New River Medical Center Annual Presentation

Marshall Smith, CEO from New River Medical Center, updated Council on hospital partnerships, the New River Physician Clinic, vital statistics data, revenue and expenses, community benefits, the Cancer Center, the Inpatient Rehab Unit, and legal status education. Council thanked Smith for the annual update.

7C. Harold Jesh Multifamily Team Introduction

Jim Thares discussed the potential for a multi-family development in the City to be constructed by Harold A. Jesh, LLC. Thares noted that Jesh has been reworking a proposal that was first submitted to the BLEDA for TIF consideration in December 2010 and now believes that the project is prepared to move forward again. Thares explained that Jesh asked to be provided an opportunity to introduce his development team to the City Council and to discuss his development intentions.

Harold Jesh discussed his proposed multi-family development project that could potentially be built near the Big Lake Station Site. Jesh noted that they are in the process of revising their previous Business Subsidy application and hope to present their request for assistance to the City at a later date. Jesh also discussed the TOD Tour that was held in May.

7D. Update of 2007 Housing Study Discussion

Jim Thares discussed the inquiries the City has gotten in relation to the pursuit of multi-family developments. Developer groups have inquired about the rental market and have stated a desire to get the latest and best information possible regarding Big Lake and the surrounding area rental demand. Thares noted that lenders who look at funding multi-family developments appreciate seeing publically available market information that supports a potential developer's proposal. The last Housing Market Analysis and Demand study was completed in 2007 and with the obvious changes to the housing industry regionally and nationally since that time, staff feels it would be beneficial to update the rental portion of the housing report. Thares indicated that staff is seeking Council permission to pursue RFP's for an updated Housing Study that will answer questions pertaining to multi-family rental demand in our market. Thares discussed a possible grant program through AgStar Rural Development Lending that may help pay for a new Housing Study with a possible source of local matching dollars coming from the BLEDA.

Council Member Danielowski motioned to authorize staff to solicit RFP's for an update to the 2007 Housing Market Analysis and Demand Estimates report and to authorize staff to apply for a \$5,000 Market Research Grant from the AgStar Fund for Rural America. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7E. PUBLIC HEARING – Liquor License Application for Lilyanna's Bar and Grill, Inc.

Scott Johnson reviewed the liquor license application submitted by Kelly Jo Gagnon for a bar and grill located at 47 Lake Street South which was formerly owned by Scooter's Bar and Grill. The establishment will be known as Lily's Bar and Grill and will be located south of Highway 10, north of the railroad tracks, and west of Highway 25. The applicant has submitted the necessary pro-rated fees and requested documentation, and will be required to submit the necessary state required insurance documentation prior to receiving an approved liquor license. A background check is pending and will be reviewed by the Police Department and Administration prior to release of the license. The former owners of Scooter's Bar and Grill have authorized the applicant to operate under their liquor license and liquor insurance policy until all approvals have been obtained by the new applicant. The owners of Scooter's signed an Affidavit indicating that they understand that they are responsible for all sales and activities at the establishment until Ms. Gagnon receives all required approvals from the City.

Kelly Jo Gagnon, owner of Lilyanna's discussed the new establishment and indicated that the facility will be a family friendly atmosphere that will serve food along with liquor products. Council welcomed Ms. Gagnon to Big Lake.

Mayor Kampa opened the public hearing at 5:35 p.m. No one came forward. Mayor Kampa closed the public hearing at 5:36 p.m.

Council Member Danielowski motioned to approve Resolution No. 2011-37 approving a new On-Sale and Sunday Liquor License for Lilyanna's Bar and Grill, Inc. dba Lily's Bar and Grill located at 47 Lake Street South contingent upon submittal of all required documentation and fees. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7F. ORDINANCE AMENDMENT – 2011 Fee Schedule establishing a Compost Facility User Fee for Commercial Users and Non-Sherburne County Residents

Mike Goebel reviewed the proposed compost facility user fee that was established by the Municipal Recycling Board. All four compost facilities located in Sherburne County will continue to be free of charge for Sherburne County residential users. All commercial users will be required to purchase an annual sticker at a cost of \$200 and all non-Sherburne County residential users will be required to purchase an annual sticker at a cost of \$50. Goebel noted that the user fee dollars will stay with the City that sells the sticker. In order to implement these fees, staff is requesting Council approve an amendment to the 2011 Fee Schedule and to authorize summary publication of the Ordinance Amendment. Goebel also indicated that gates will be installed at the Big Lake and Zimmerman facilities this year.

Council Member Wallen motioned to approve an amendment to Ordinance No. 2010-05 amending the 2011 Fee Schedule to establish a Compost Facility User Fee and to approve Resolution No. 2011-38 authorizing summary publication of amended ordinance no. 2010-05. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7G. Finance Department Update

Brad Falteysek from AEM, Inc. provided the May finance update and answered questions from Council.

7. LIST OF CLAIMS

Council Member Danielowski motioned to approve the List of Claims ranging from Check No. 60894 through Check No. 61000, and Electronic Payments #1366E to #1383E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

8. ADMINISTRATOR'S REPORT

Scott Johnson provided information to Council on a Performance Measures for Cities program. City's that choose to participate in the new voluntary standards measure program may be eligible for a reimbursement in Local Government Aid and exemption from Levy Limits. Johnson noted that this item will further discussed at the June 20th Workshop. Johnson also discussed the Farmer's Market that will be held on Friday evening's beginning June 24th. Ten vendors have committed to showcase their products and staff will talk to New River Hospital about setting up an informational booth at the Market.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Danielowski: Thanked Community Development Director Jim Thares for his work in cleaning up behind the old dry cleaners building, and thanked resident Rebecca Vaughn for her positive comments on the CERT program. Council Member Danielowski also discussed the city owned vacant land located on the east side of Hwy 25. Council directed staff to research the possibility of marketing this area as a parking lot.

Mayor Kampa: Discussed the Movie in the Park event scheduled on June 10th which may be moved indoors due to potential inclement weather. Mayor Kampa also discussed the NSP Grant meeting held in St. Paul that she attended with Jim Thares.

10. OTHER – No other.

11. ADJOURN

Council Member Langsdorf motioned to adjourn at 5:50 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 06/22/11