

**BIG LAKE CITY COUNCIL  
WORKSHOP MINUTES**

**JUNE 8, 2016**

**1. CALL TO ORDER**

Mayor Danielowski called the meeting to order at 5:00 p.m.

**2. 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, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, City Planner Michael Healy, Police Chief Joel Scharf, Liquor Store Manager Jan Muehlbauer, Deputy City Clerk Deb Boelter, and Assistant City Engineer Jared Voge from Bolton & Menk, Inc.

**3. PROPOSED AGENDA**

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

**4. BUSINESS**

**4A. Street Ownership in the TOD Area Discussion**

Mike Goebel discussed the streets located in the Transit Oriented Development project area. Forest Road and Station Street are still owned by Metro Transit and were supposed to have been deeded to the City. In current discussions, Metro Transit has also offered to deed to the City the street that runs from the Park and Ride lot east to the maintenance facility. Goebel noted that Metro Transit will be responsible for survey fees and potential other legal and engineering fees.

Council directed staff to continue discussions with Metro Transit to deed over the identified street areas at no cost to the City.

**4B. Sign Retroreflectivity Failed Sign Discussion**

Mike Goebel updated Council on recent sign inspections conducted per the City of Big Lake Sign Retroreflectivity Policy adopted May 14, 2014. Goebel explained that sign retroreflectivity was tested using a retroreflectometer. The final report indicated that 280 signs failed the reflectivity

test and would need to be replaced per Federal Highway Administration requirements. Goebel discussed the need to adopt a sign replacement policy or plan to help identify monetary and staffing resources to limit the City from liability in retroreflectivity claims. Goebel noted that the approximate cost to replace the signage is \$14,000 which could be staggered over a six year period. Staff is proposing to replace 47 signs a year at an approximate cost of \$2,333 per year. Council directed staff to proceed with drafting a sign replacement policy for future Council consideration.

**5. OTHER**

Deb Wegeleben discussed the City's copier contract that will come due in May 2017. Staff recently met with Marco to discuss options for less expensive machines. Wegeleben noted that the quote received from Marco is based on State Bid pricing and most likely won't fluctuate from one vendor to another. Staff is seeking Council feedback on accepting the terms of the Marco quote, or direct staff to obtain additional quotes for printer/copier replacement. Council directed staff to proceed with finalizing the quote received from Marco for future Council consideration.

Mayor Danielowski asked if Council had any suggestions for a nomination of a Big Lake City resident to serve as the Grand Marshall at the Sherburne County Fair parade.

Jared Voge provided an update on the pedestrian maze installation and the completion of the sidewalk area by the railroad crossing at Eagle Lake Road South.

**6. ADJOURN**

Council Member Hansen motioned to adjourn at 5:24 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck  
City Clerk

06/22/16  
Date Approved By Council