

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES**

JULY 11, 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. Council Members absent: none. Also present: City Administrator Todd Bodem, Finance Director Paula Mastey, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Administrative Assistant Sandy Petrowski, Interim Police Chief Steve Doran, Fire Chief Randy Miller, 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 for comment. Mayor Kampa closed the Open Forum at 5:01 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 with the removal of items 6G (Approve Resolution of Support for the Extension of AMTRAK Services to St. Cloud, MN) and 6H (Approve County Road 43 Cost Participation Agreement) for separate consideration. Seconded by Council Member Wallen unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Special Workshop Minutes of June 25, 2012, 6B) Approve Special Workshop Minutes of June 26, 2012, 6C) Approve Regular Council Meeting Minutes of June 27, 2012, 6D) Approve Special Workshop Minutes of June 28, 2012, 6E) Approve Resolution No. 2012-44 approving a Tobacco License to Family Dollar Store, 6F) Approve Resolution No. 2012-45 Appointing Election Judges for the 2012 Primary and General Elections, 6I) Approve Ordinance No. 2012-03 and Summary Publication Resolution No. 2012-46 Amending Chapter 2 of the Big Lake Municipal Code Redefining the Police Chief Position, and 6J) Appoint Joel Scharf as the Big Lake Police Chief.

6G. Approve Resolution of Support for the Extension of AMTRAK Services to St. Cloud, MN

Council Member Wallen stated that he mistakenly requested to have this item removed from the Consent Agenda as he believed the issue was addressing the Northstar line.

Council Member Wallen motioned to approve Resolution No. 2012-47 in support for the extension of the AMTRAK services to St. Cloud, Minnesota. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

6H. Approve County Road 43 Cost Participation Agreement

Council Member Danielowski stated that she requested to have this item removed from the Consent Agenda for separate consideration as she would like to see this issue discussed at a workshop so there could be a better understanding of what work the project entails as well as the associated costs.

Council Member Langsdorf asked City Engineer Brad DeWolf if moving this item to a workshop would affect the County's timeline for the project. Mr. DeWolf stated that the County would be awarding the bid on July 24th and the project should not be affected if a workshop was held prior to that date.

Council Member Danielowski motioned to schedule a Special Workshop for Wednesday, July 18, 2012, at 5:00 p.m. in the City Council Chambers to discuss the County Road 43 Cost Participation Agreement. Seconded by Council member Backlund, unanimous ayes, motion carried.

7. BUSINESS

7A. Marketplace Development Completion

City Engineer Brad DeWolf explained that the City pulled the Letter of Credit for the Big Lake Marketplace and Marketplace North Developments when the developer defaulted on completing the final wear course and punchlist items on the street portion of the development. He further reported that, as directed by the Council, final plans and specifications have been prepared for the completion of the two (2) developments and that the Letter of Credit (approximately \$600,000) being held should cover all the costs associated with completing the project.

Mr. DeWolf recommended that Council approve the proposed Resolution to approve the plans and specifications and authorize the advertisement for bids for the Marketplace Development completion project. He noted that a bid opening would be on August 1st, with the results being brought before the City Council on August 8th; if the Council felt that an acceptable bid was not received, staff would ask at that time that the Council reject all bids and re-advertise.

Council Member Wallen motioned to approve Resolution 2012-48, approving plans and specifications and ordering advertisement for bids for the Marketplace Development Completion Project. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7B. DONATIONS – Dick Backlund to the Police Department and City Hall

Todd Bodem discussed the donations provided by Dick Backlund which included a \$100 cash donation towards the Big Lake Police Reserve Program and a Magic Chef refrigerator (valued at approximately \$130) for use in the City Council Chambers. Council thanked Mr. Backlund for the generous donations.

Council Member Danielowski motioned to approve Resolution No. 2012-49 accepting donations that have been made by Dick Backlund to the City of Big Lake towards the Police Department and City Hall. Seconded by Council Member Wallen, the motion passed with a vote of 4 to 0 with 1 abstention with Council Members Danielowski, Kampa, Langsdorf, and Wallen voting aye, and Council Member Backlund abstaining. Motion carried.

7C. Department Updates

Fire Department

Fire Chief Randy Miller provided the following information on the Big Lake Fire Department: 1) 106 calls year-to-date; 2) Four (4) new firefighters on board, when each of the firefighters complete their probation period, they will be introduced at a City Council meeting; and 3) the annual Fire Department Dance is scheduled for the 4th Saturday in August (08/25/12) with raffle tickets available for purchase from the Firefighters or Fire Department and t-shirts in support of the Fire Department also being sold.

Police Department

Interim Police Chief Steve Doran reported that there have been a total of 578 calls for service in the past month. He stated that this meeting would be his last, noting that it was a pleasure to work for the City. The Council thanked Captain Doran for his service to the City of Big Lake.

Community Development Department

Katie Larson from the Community Development Department updated Council on recent activities in the department, including the following projects: 1) KleinBank; 2) Friendly Buffalo; and 3) The Crossings (33-unit complex).\

Public Works Department

Mike Goebel from the Public Works Department reported that it was business as usual, including: 1) the lake level was currently at 926.40; 2) some work being done on vehicles in preparation for the upcoming winter; 3) sealcoating has been completed in Prairie Meadows; and 4) the Dept. is working with "Mentors Aspiring Success", which is holding an event at Lakeside Park on July 18th.

Council Member Backlund asked about the area along Highway 10 from County Road 43 to Lakeshore Drive not being mowed. Mr. Goebel stated that it had been at the Council's request to limit the amount of mowing in that area but that the Department will start mowing this area on an every other week basis. He further reported, throughout the City, mowing is done on all irrigated turf once a week and on non-irrigated turf every two weeks.

Council Member Danielowski discussed a resident's concern that there is an extremely long wait time to get onto Highway 10 at the traffic light on County Road 5. Mr. Goebel reported that this issue has been addressed in the past with MnDOT but that he would contact them again regarding this concern.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 63086 through Check No. 63146 with the exception of Check No. 63090 for separate consideration, and Electronic Payments #1762E to #1767E. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

8B. Consider AutoStop Payment in the Amount of \$236.94

Council Member Danielowski motioned to approve the Autostop payment of Check No. 63090 in the amount of \$236.94 payable to AutoStop, Inc. Seconded by Council Member Backlund, the motion passed with a vote of 4 to 0 with 1 abstention with Council Members Backlund, Danielowski, Kampa, and Wallen voting aye, and Council Member Langsdorf abstaining.

9. ADMINISTRATOR'S REPORT

City Administrator Todd Bodem asked Council to schedule a Budget Workshop on Wednesday, August 1, 2012, at 4:00 p.m. to discuss the 2013 Budget and any other necessary business.

Council Member Danielowski motioned to set a Budget Workshop on August 1, 2012 beginning at 4:00 p.m. in the City Council Chambers to discuss the 2013 Budget and any other business deemed necessary. Seconded by Council Member Wallen, unanimous ayes, motion carried.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Backlund: Provided an update on the July Parks Advisory Board meeting which included a discussion on the closing on the purchase of the Shady River parcel.

Council Member Danielowski: Provided an update on the July EDA meeting, noting that the EDA levy/budget was briefly discussed but that it was tabled to the August EDA meeting for further discussion.

Council Member Langsdorf: Provided a brief update on the July Lakes Association meeting which included a discussion on the topic of "No Wake Zone" at the next Association meeting at Russell's On The Lake.

Council Member Wallen: Briefly discussed other items from the July EDA Meeting including the marketing of the Industrial Park and the status of the recent Requests for Quotes. Also explained that there are currently 2 vacancies on the BLEDA Board and when submittals are received for the open seats, the information will be brought to the City Council for consideration/action.

11. OTHER – No other.

12. ADJOURN

Council Member Langsdorf motioned to adjourn at 5:30 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 07/25/12