

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
JULY 13, 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

City Council Members Present:

Ms. Raeanne Danielowski
Mr. Seth Hansen
Mr. Duane Langsdorf
Mr. Scott Marotz
Mr. Mike Wallen

City Staff Present:

Mr. Clay Wilfahrt, City Administrator
Ms. Deb Wegeleben, Finance Director
Ms. Hanna Klimmek, Community Development Director
Mr. Michael Healy, City Planner
Mr. Mike Goebel, Public Works Director
Mr. Joel Scharf, Big Lake Police Department Chief
Mr. Paul Nemes, Big Lake Fire Department Chief
Mr. Jared Voge, City Engineer
Ms. Deb Boelter, Accounting/Deputy City Clerk

4. OPEN FORUM

Mayor Danielowski opened the Open Forum at 6:01 p.m.

Mayor Danielowski stated that anyone wishing to address the City Council during *Open Forum* should approach the podium and state their name and address. She continued by stating that each person speaking will be given two (2) minutes to address the City Council. She reminded the audience that the City Council does not make any official decisions during *Open Forum*.

A) Mr. Dean Peterson – 1040 Hennepin Avenue – Dock Placement

Mr. Dean Peterson 1040 Hennepin Avenue addressed the City Council requesting a variance for the placement of his dock. Mr. Peterson stated that he received a notice from the City of Big Lake stating that he is in violation of the section of the City's Code that regulates dock placement. He continued by stating that he admits that he is in violation of the Code; but, asked if he could please leave the dock in for the remainder of the summer of 2016. Mr. Peterson stated that he would like to work with City staff in the

future to insure that the dock is placed in the proper location in accordance with City Code.

Mayor Danielowski directed City staff to look into Mr. Peterson's request and bring a recommendation to the City Council at a future meeting.

Mr. Michael Healy, City Planner asked the City Council how he would like staff to proceed with the notice that Mr. Peterson has ten (10) days to comply or he will receive a fine. In regards to Mr. Peterson's fine, Mayor Danielowski stated that staff should take into consideration that they have been directed by the City Council to look into Mr. Peterson's request.

B) Mr. George Quinn – 820 Lake Street North – Big Lake Police Department

Mr. George Quinn, 820 Lake Street North stated that he wanted to compliment the Big Lake Police Department for the job they do in protecting the Community.

Mayor Danielowski stated the City Council concurs with Mr. Quinn's statement.

Mayor Danielowski closed Open Forum at 6:08 p.m.

5. PROPOSED AGENDA

Council Member Wallen motioned to adopt the proposed Regular City Council Meeting Agenda as presented. The motion was seconded by Council Member Hansen. The motion was carried 5-0 and the Agenda was adopted as presented.

6. CONSENT AGENDA

Mayor Danielowski read the items on the Consent Agenda.

- 6A) Approve Council Workshop Minutes of June 22, 2016.
- 6B) Approve Regular Council Meeting Minutes of June 22, 2016.
- 6C) Approve Election Judge Appointments for the 2016 Primary and General Elections.
- 6D) Approve Use of the Fire Station for the Fire Relief Association's Fundraiser Dance.
- 6E) Approve Amended Sign Retroreflectivity Policy.
- 6F) Rescind Resolution No. 2016-50 and Approve Resolution Clarifying Corporate Name from SolarStone Partners to Big Lake Holdco LLC for the Interim Use Permit dated June 22, 2016.

Council Member Langsdorf motioned to approve the Consent Agenda as presented. The motion was seconded by Council Member Marotz. The motion was carried 5-0 and the Consent Agenda was approved.

7. BUSINESS

- 7A. \$2,000,000 G.O. Improvement Crossover Refunding Bonds, Series 2016C**

Ms. Deb Wegeleben, Finance Director addressed the City Council and introduced Ms. Tammy Omdal, Senior Vice President at Northland Securities, Incorporated.

Ms. Omdal addressed the City Council and stated that there is a Resolution before the City Council for a Crossover Refunding Bond that would payoff existing bonds to purchase new bonds and reduce the City's interest expense. She continued by stating that the interest savings is estimated at \$82,000.

Ms. Omdal stated that with the approval of Resolution No 2016-54, the Mayor and City Administrator would be authorized until the end of December, 2016 to enter into a bond purchase agreement. The advantage of doing it this way is to allow Northland Securities, Incorporated to enter the bond market at a time when they would obtain the best interest rate savings for the City of Big Lake. She continued by stating that if the bond market does not allow for the type of savings that Northland Securities, Incorporated would like to see by the end of December, 2016, the authorization would expire. However, Ms. Omdal stated that she does not anticipate this happening.

Ms. Omdal reiterated to the City Council that the purpose of this bond issuance is to save the City on interest costs.

Council Member Wallen motioned to approve Resolution No. 2016-54 providing negotiated sale of \$2,000,000 General Obligation Improvement Crossover Refunding Bonds, Series 2016C and levying a tax for the payment thereof. The motion was seconded by Council Member Hansen. The motion was carried 5-0 and Resolution No. 2016-54 was approved.

7B. ORDINANCE – Amending Chapter 3 to Allow Pot-Bellied Pigs as Pets

Mr. Michael Healy, City Planner addressed the City Council regarding the proposed amendment to Chapter 3 of the City's Ordinance allowing pot-bellied pigs as pets.

Mr. Healy stated the following:

- The pot-bellied pig is not kept as a farm animal.
- They can be litterbox trained.
- They can weigh up to three hundred (300) pounds.
- The Ordinance amendment allows for one (1) pot-bellied pig per house.
- The Ordinance will use the same procedures as the Dog Licensing Ordinance.
- Used the City of Crystal, Minnesota's Ordinance as a model to prepare the City of Big Lake's Ordinance.

Mr. Healy gave a brief overview of the items listed in the City of Big Lake's Ordinance:

- ❖ One (1) pig maximum per household.
- ❖ Only allowed as pets in single-family homes.
- ❖ Residents must obtain a license similar to a dog license for their pot-bellied pig.
- ❖ Spaying or neutering of the pot-bellied pig is required.
- ❖ Tags will not be required.
- ❖ The pigs do not need rabies or distemper vaccinations.

Mr. Healy stated that he did contact Monticello Animal Control, the City of Big Lake's designated animal control agency, and they were confident that they could handle the pigs if they need to.

Council Member Wallen motioned to approve Ordinance No. 2016-13 amending Chapter 3 of the

Big Lake Municipal City Code to allow pot-bellied pigs as pets, and approve a summary publication Resolution No. 2016-51. The motion was seconded by Council Member Hansen. The motion was carried 5-0.

7C. DONATIONS – Year 2016 Movie in the Park Events

Ms. Deb Wegeleben, Finance Director addressed the City Council and stated that the City has received \$3,000 in donations from the Big Lake American Legion Post 147, the Big Lake American Legion Auxiliary, the Big Lake/Becker Knights of Columbus and the Big Lake Spud Fest Organization to be used for the year 2016 *Movie in the Park* events. Ms. Wegeleben continued by stating that any excess funds will be put towards the year 2017 *Movie in the Park* events.

Council Member Hansen motioned to approve Resolution No. 2016-56 accepting a \$1,000 cash donation from the Big Lake American Legion and Big Lake American Legion Auxiliary; a \$1,000 cash donation from the Big Lake Knights of Columbus; and a \$1,000 cash donation from the Big Lake Spud Fest toward the City of Big Lake's year 2016 *Movie in the Park*. The motion was seconded by Council Member Langsdorf. The motion was carried 5-0.

7D. DONATIONS – Big Lake Spud Fest Organization

Mr. Joel Scharf, Big Lake Police Department Chief addressed the City Council and stated that the Big Lake Police Department has received a \$2,000 donation from the Big Lake Spud Fest Organization to cover half (1/2) of the cost to purchase tasers for the Police Reserve Unit.

Council Member Langsdorf motioned to approve Resolution No. 2016-57 accepting a \$2,000 cash donation from the Big Lake Spud Fest Organization to put towards the City of Big Lake Police Reserve Unit to purchase tasers. The motion was seconded by Council Member Wallen. The motion was carried 5-0.

7E. DONATIONS – Big Lake Knights of Columbus

Mr. Joel Scharf, Big Lake Police Department Chief again addressed the City Council and stated that the Big Lake Police Department has also received a \$2,000 donation from the Big Lake Knights of Columbus to cover the other half (1/2) of the cost to purchase tasers for the Police Reserve Unit.

Council Member Hansen motioned to approve Resolution No. 2016-58 accepting a \$2,000 cash donation from the Big Lake Knights of Columbus to put towards supplies for the City of Big Lake Police Reserve Unit. The motion was seconded by Council Member Langsdorf. The motion was carried 5-0.

7E. Monthly Department Reports

Fire Department:

Big Lake Fire Department Chief, Mr. Paul Nemes reported on the following:

- Statistical information on calls of service for the month of June, 2016 and the beginning of July, 2016. He continued by giving a brief overview of some of the calls that the Fire Department

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- responded to.
- Training for the month of June, 2016 was held in conjunction with Sherburne County and focused on emergency management resources.
- Some fire personnel will be providing emergency services at the Sherburne County Fair.

Police Department:

Big Lake Police Department Chief, Mr. Joel Scharf updated the City Council on the following items:

- ✓ Calls for service.
- ✓ Thanked Mr. Chris Gardner for hosting and sponsoring the *Julie Way Block Club Party*.
- ✓ Reviewed severe weather information.
- ✓ Statistical information on the number of hours worked by the Reserve Officers in the month of June, 2016 and also at Spud Fest, 2016.
- ✓ Shared some stories of residents who have showed acts of kindness to the Big Lake Police Department.

Mayor Danielowski stated that the Big Lake City Council supports the Big Lake Police Department and stated that the City is blessed to have the services and protection they provide the Community.

Mr. Scharf reminded everyone that Thursday, July 14, 2016 *Outside Recess* will be performing at "Music in the Park" and that the Police Officers and their families will be serving food.

Engineering Department:

Mr. Jared Voge, City Engineer from Bolton and Menk, Incorporated reported on the following items:

- ❖ Northern Star Apartments is near completion and they are considering a second (2nd) phase.
- ❖ The newly constructed Kwik Trip gas station opens tomorrow morning, Thursday, July 14, 2016 at 5:00 a.m.
- ❖ Update on the Norland Park Second (2nd) Addition.
- ❖ Mr. Goebel and I met with the Metropolitan Transit and North Star officials to discuss the roads that lead to the Maintenance Facility. They are going to be doing some work and the plans will be presented to the City Council at a future meeting.
- ❖ As a result of the second (2nd) railroad track being installed through Big Lake, representatives from Federal Railway Administration and Minnesota Department of Transportation (MN DOT) have indicated that pedestrian mazes should be installed at the railroad crossings for safety reasons due to the "Quiet Zones". The mazes have been installed. Mr. Voge stated that they have received comments regarding the pedestrian mazes and not all positive; however, they are required to maintain the "Quiet Zone" and they do meet the standards of the Americans with Disabilities Act (A.D.A.).
- ❖ The joint City and Sherburne County Road Five (5) improvements and Trail Project (Project). MN DOT is in the process of finalizing the plans and specifications for the Project. There are federal funds associated with the trail and sidewalk components of the Project. MN DOT is considering September 7, 2016 for the Project's bid opening date. Construction is expected to begin in late September, 2016 or early October, 2016. Due to the magnitude of the Project, it will not all be constructed prior to winter, 2016-2017. It will be a two (2) year project and the completion date will be prior to Spud Fest in the year 2017. The contract will require that anything that is disturbed during construction will be returned to its original condition.

Mayor Danielowski asked if the contractor will be communicating with the school regarding bussing during construction. Mr. Voge stated that the School District will be invited to the pre-construction meeting. In addition, prior to the construction and during construction, updates will be posted on the City of Big Lake's

Facebook page. Mr. Voge stated that there will be full and complete communication.

Public Works Department:

Mr. Mike Goebel, Public Works Department Director reported on the following:

- The cleaning of the water tower by the Public Works Department's building.
- Continue to have irrigation problems due to roots growing along the water lines. It is taking a great deal of time to make the repairs to the water lines.
- Irrigation systems are aging and will soon need to be repaired.
- Just finished making garbage cans and grills in-house.
- Markings have been painted at the Lakeside and Mitchell boat launches. The markings remind boaters to clean off their boats before going into the lake and when they leave.
- In the process of painting street markings.
- Overview of the current water levels in the lakes.
- Phosphorus treatment system at the Wastewater Treatment Plant (WWTP).
- Electrical issues at some of the lift stations and well houses due to the recent storms.

Mayor Danielowski asked if the electrical damages are covered by insurance. Mr. Goebel stated that some of the repairs are being done by the Public Works Department; so, the damages have not been submitted to insurance. However, there will be some damages that will be submitted to insurance. Some of the repairs need to be done immediately; so, it cannot be submitted to insurance.

- Issues with the electrical service at the main pump station. Working with Xcel Energy to identify the issue.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims dated June 17, 2016 through July 6, 2016 and payroll number twelve (12). The motion was seconded by Council Member Langsdorf. The motion was carried 5-0.

9. ADMINISTRATOR'S REPORT

City Administrator, Mr. Clay Wilfahrt reported on the following:

- ❖ Finalizing an agreement with Palmer Wireless to install an antenna on the water tower located at the Public Works Department's building to provide wireless internet to the Industrial Park.
- ❖ Single Family Rental Housing Ordinance:
 - Over three hundred (300) letters were sent to the owners of single family rental housing directing them to register their rental housing.
 - The City has had approximately one hundred, twenty (120) property owners register their rental housing.
 - The City has received several inquiries about the rental housing registration program and

once property owners understood what the program was, the majority responded positively.

- ❖ Under the direction of the City of Big Lake's Finance Committee, Mr. Wilfahrt stated that he will be attending the Township meeting tonight, Wednesday, July 13, 2016, to request that they

contribute twenty percent (20%) of the financing for the paving of the Compost Site road. Both Big Lake and Orrock Townships use approximately twenty percent (20%) of the Compost Site; so, the City is hoping that they will contribute twenty percent (20%) of the financing for the paving of the road to make it more affordable for the City of Big Lake.

Mayor Danielowski stated that there are four (4) entities in Sherburne County that use the Compost Site; so, it is only fair that they should contribute to the cost of paving the road and that the Big Lake residents do not have to bear the entire expense.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Big Lake Economic Development Authority (BLEDA):

Council Member Wallen stated that the last BLEDA meeting was an update on the on-going projects. There were no new items discussed. The existing projects are moving forward.

Big Lake Park Board:

Council Member Marotz stated that the Park Board meeting has been rescheduled to next week.

Big Lake Community Lake Association:

Council Member Langsdorf gave an update on the July, 2016 Big Lake Community Lake Association meeting. They approved \$3,000 for walleye stocking. They also motioned to have the access on Lake Mitchell closed; so, he stated that he assumes that City staff will research public opinion on the closing of the access.

Mayor Danielowski asked why the Lake Association wants to close the Lake Mitchell access. Council Member Langsdorf stated that some residents were concerned about the aquatic life that may be entering the Lake through this access. He continued by stating that there are also some concerns about the parking near the access.

Planning Commission:

Council Member Hansen gave an update on the following Planning Commission items:

- ✓ Conditional Use Permit (C.U.P.) for signage at Coborns.
- ✓ Commissioner May resigned.

Mayor Danielowski:

Mayor Danielowski presented the following items:

- BLEDA meeting.
- Reminded residents to attend the *Farmer's Market* every Wednesday from 3:00 p.m. to 7:00 p.m. at Lakeside Park.
- *Music in the Park* on Thursday, July 14, 2016 is Outside Recess and the Big Lake Police Department will be serving the food.
- Encouraged residents to volunteer and engage in the Community.
- *Coffee with the Mayor* is the second (2nd) Saturday of each month at the Coborn's Big Lake Grocery Store.

- The City has launched a new program called *SeeClickFix* to help residents report anything in the City of Big Lake; such as, potholes, street lights out, park behaviors that need to be addressed and etcetera. It is designed to help make Big Lake a better Community by your input.

11. OTHER

No other.

12. ADJOURN

Council Member Langsdorf motioned to adjourn the Regular City Council Meeting at 7:00 p.m. The motion was seconded by Council Member Wallen. The motion was carried 5-0 and the Meeting was adjourned.

Deb Boelter
Accounting/Deputy City Clerk

07/27/16
Date Approved By Council