

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
JULY 25, 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. Also present: City Administrator Todd Bodem, Finance Director Paula Mastey, City Clerk Gina Wolbeck, Senior Planner Katie Larsen, Public Works Director Mike Goebel, Fire Captain Seth Hansen, Liquor Store Manager Jan Muehlbauer, Building Inspector Mick Kahler from Inspectron, Inc. 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. Mayor Kampa closed the Open Forum at 5:02 p.m.

**5. PROPOSED AGENDA**

Council Member Danielowski motioned to adopt the proposed Agenda moving item 7F to be discussed at the beginning of the business items. Seconded by Council Member Wallen, unanimous ayes, agenda adopted.

**6. CONSENT AGENDA**

Council Member Danielowski motioned to approve the Consent Agenda as presented. Seconded by Council Member Backlund, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of July 11, 2012,

6B) Approve Special Workshop Minutes of July 18, 2012, 6C) Set Council Gathering on August 10, 2012 from 6:00 p.m. to 8:00 p.m. at the Big Lake Fire Hall for the Big Lake Night Out Event, 6D) Set Council Gathering on August 23, 2012 at 5:00 p.m. at Lakeside Park for the Employee Appreciation Picnic, and 6E) Approve Appointment of Big Lake Fire Fighters.

## **7. BUSINESS**

### **7F. County Road 43 Cost Participation Agreement (Item moved before 7A)**

Brad DeWolf reviewed discussions with Sherburne County relating to a cost participation of the railroad crossing improvements for the County Road 43 Street Reconstruction Project. DeWolf also discussed the removal of the raw watermain and the Sanitary Sewer Abandonment items from the City projects. DeWolf noted that in his discussions with Sherburne County, they reiterated that they are not interested in participating in funding any quiet zone construction. DeWolf has initiated contact with BNSF about the possible installation of a temporary barrier at the Eagle Lake Road South crossing in hopes of finalizing the quiet zone corridor. Staff is waiting for a response from BNSF and will report back to Council when information becomes available. DeWolf also reviewed the new cost breakdown and the current balance in our state aid account which is at \$617,000. Discussion was held on where funding for the CR 43 project would come from if the City chooses to leave some funds in the state aid account. Paula Mastey explained that the City could borrow from the sewer fund, but would more than likely need to bond for the costs. DeWolf also reviewed potential changes to how state aid dollars will be allocated to municipalities in the future and that he expects the city's state aid annual funds will remain the same or increase slightly from previous years allocations. Council Member Danielowski stated that her concern with the project has been that a large amount of the costs associated with the city's portion of the project were based on future growth, and that the County should be participating in funding part of the crossing improvements on their road. Mayor Kampa questioned if the project would need to be rebid due to the removal of the raw watermain improvements. DeWolf discussed the low bid that was awarded and indicated that the project will most likely need to be rebid if the Northland Meadows improvements are removed also. DeWolf explained that if the project needs to be rebid, the entire project would be held off until spring 2013. Council discussed using state aid dollars to fund the railroad crossing improvements and bond for the remainder of the costs.

Council also discussed the railroad crossing on Eagle Lake Road South. DeWolf clarified that the median on the south side of the tracks was done in conjunction with the Hwy 10/CR 5 project and that the approximate median costs to complete the north side of the tracks is about \$50,000. If the City chooses to do sidewalk improvements in this area, the cost would go up as improvements would need to be made to the actual crossing. Mayor Kampa suggested the City apply for a Safe Routes to School grant to help cover some of the costs associated with the sidewalk improvements.

Council Member Wallen motioned to approve the revised CR 43 Cost Participation Agreement and authorized the Mayor and City Administrator to execute the Agreement. Seconded by Council Member Langsdorf, motion passed with a vote of 4:1 with Council Members Backlund, Kampa, Langsdorf and Wallen voting aye and Council Member Danielowski voting nay. Motion carried.

#### **7A. KleinBank Final Plat and Development Contract**

Katie Larsen reviewed the KleinBank project scheduled to start construction in August at their site located at the northwest intersection of US Highway 10 and County Road 43. Larsen also noted that Martin Avenue will be extended as part of the plat.

Council Member Danielowski motioned to approve a Development Contract contingent upon revisions, and approve Resolution No. 2012-50 approving the Final Plat of KleinBank of Big Lake. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

#### **7B. July 18<sup>th</sup> Workshop Update**

Todd Bodem reviewed discussions held at the July 18, 2012 Special Council Workshop.

#### **7C. New River Medical Center – Annual Update**

Marshall Smith, CEO from New River Medical Center, updated Council on hospital partnerships, the New River Physician Clinic, the Big Lake Clinic, vital statistics data, revenue and expenses, community benefits, the Cancer Center, the Inpatient Rehab Unit, legal status education, and the establishment of an Affiliation Task Force. Council asked Smith for clarification on the status of the OBGYN wing closure. Smith indicated that they still view the OBGYN wing as a critical need, and are continuing to seek ways to reopen the wing. Smith also explained that all other wings of the hospital are still operating. Hospital Representative Erv Danielowski encouraged Council to continue to ask any further questions on the status of the hospital.

#### **7D. DONATIONS – Fire Department**

Fire Captain Seth Hansen presented four donations towards the purchase of the Rescue ATV. Monsanto provided a cash donation of \$2,500, the Big Lake Lions provided a cash donation of \$1,100, and the Big Lake American Legion provided cash donations in the amounts of \$2,500 and \$750.

Council Member Langsdorf motioned to approve Resolution No. 2012-51 accepting cash donations for the purchase of a Fire Department Rescue ATV. Seconded by Council Member Backlund, unanimous ayes, motion carried.

## **7E. Relief Association Fire Fighter's Dance Request**

Fire Captain Seth Hansen updated Council on the upcoming Fireman's Dance scheduled on August 25<sup>th</sup> at the Big Lake Fire Hall. The Relief Association asked for permission to use the Fire Hall for this event.

Council Member Wallen motioned to approve the request of the Big Lake Fire Relief Association for the use of the Big Lake Fire Hall for the August 25, 2012 Fireman's Dance. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

## **7G. Department Updates**

Mick Kahler from Inspectron, Inc. provided a building department update and noted the year to date total of new single-family home construction is six.

Paula Mastey provided the monthly finance update. Mastey explained that the in-house utility billing conversion will go live on August 1<sup>st</sup> and that slight delays are anticipated during the few months of the conversion. Mastey noted that general fund revenues are on task and expenditures are 5% under budget. Mastey informed Council that the next Budget workshop will be held on August 1<sup>st</sup> beginning at 4:00 p.m., and informed Council that the TIF reports that are due August 1<sup>st</sup> are near completion.

Jan Muehlbauer provided a liquor store update to Council and reported on sales for the month which increased from last year's sales. Muehlbauer also reviewed the four quotes received on the LED lighting project. On Site Lighting was the low quote at approximately \$6,000.

## **8. LIST OF CLAIMS**

### **8A. Consider List of Claims**

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 63147 through Check No. 63232 with the exception of Check No's. 63180 and 63232 for separate consideration, and Electronic Payments #1768E to #1779E. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

### **8B. Consider AutoStop Payment in the Amount of \$2,799.99**

Council Member Danielowski motioned to approve payment of Check No. 63180 in the amount of \$2,799.99 payable to AutoStop, Inc. Seconded by Council Member Backlund, vote 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.

Motion carried.

8C. Consider Lori Kampa Mileage Reimbursement in the Amount of \$177.60

Council Member Wallen motioned to approve payment of Check No. 63232 in the amount of \$177.60 payable to Lori Kampa for mileage reimbursement for the League of MN Cities annual conference held in Duluth, MN. Seconded by Council Member Langsdorf, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Backlund, Danielowski, Langsdorf, and Wallen voting aye and Mayor Kampa abstaining. Motion carried.

**9. ADMINISTRATOR'S REPORT**

Todd Bodem reported that new Police Chief Joel Scharf will start August 1<sup>st</sup>, and discussed the recent purchase of the Shady River land. Council directed staff to look into when the last City Code Sweeps was done and if another one should be scheduled.

**10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS**

Council Member Danielowski: Questioned if the City should ask the Parks Board to do an inventory of our parks to be sure we are utilizing our property appropriately. Council directed staff to provide an inventory of all park property and equipment for their review.

11. **OTHER** – No other.

**12. ADJOURN**

Council Member Langsdorf motioned to adjourn at 5:59 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

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Gina Wolbeck  
Clerk

Date Approved By Council \_\_\_\_\_ 08/08/12