

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
AUGUST 8, 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, Police Chief Joel Scharf, Fire Chief Randy Miller, Liquor Store Manager Jan Muehlbauer, 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. Seconded by Council Member Langsdorf, unanimous ayes, agenda adopted.

**6. CONSENT AGENDA**

Council Member Langsdorf 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 25, 2012, and 6B) Approve Budget Workshop Minutes of August 1, 2012.

**7. BUSINESS**

**7A. Old Shady River Property Discussion (new park land)**

Wally Coudron from Edina Realty and Jeff Bornson from Wells Fargo discussed the Wells

Fargo Neighborhood Stabilization Program and the recent sale of the Old Shady River property to the City for use of a future park in hopes of improving the City's park system. Council thanked Edina Realty and Wells Fargo for their dedication to the City and its park system.

#### **7B. DONATION – McDowall Family Partnership III Land Donation**

Mike Goebel discussed the donation of land from Bob McDowall and the McDowall Family Partnership III. The 1.19 acre parcel is located adjacent to the River Oaks Park and the newly acquired Old Shady River Campground site. The Parks Department is investigating continued clean-up of the site and the Park Board will be reviewing potential uses for the entire property and will report back to Council in the future. Staff reviewed how park dedication funds are obtained and clarified that those funds are required to be used only for park land purchases and expenses.

Council Member Wallen motioned to approve Resolution No. 2012-52 accepting the land donation of a 1.19 acre parcel from Bob McDowall and the McDowall Family Partnership III for use of a future park. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

#### **7C. OATH OF OFFICE – Police Chief Joel Scharf**

Mayor Kampa conducted the Oath of Office to new Police Chief Joel Scharf. Council welcomed Scharf to the City.

#### **7D. August 1<sup>st</sup> Workshop Update**

Todd Bodem reviewed discussions held at the August 1, 2012 Budget Workshop.

#### **7E. Meeting Date Changes and Cancellation**

Todd Bodem reviewed upcoming meeting date changes and cancellations through the end of the year due to the Thanksgiving holiday and the Christmas holiday. Bodem discussed the proposed Committee Meeting on Tuesday, December 4, 2012 at 5:00 p.m. in the Council Chambers that will be attended by Council, EDA, Planning Commission, and Parks Board Members. Bodem also asked Council to consider closing City Hall offices on Friday, November 23<sup>rd</sup> and Monday, December 24<sup>th</sup> to allow staff and their family's additional time for travel and event over the holiday weekends. Bodem noted that staff would be required to use comp, flex, or vacation time, or take the days as unpaid.

Council directed staff to cancel the November 21, 2012 workshop. Council also directed staff to inform the necessary Boards of the Committee Meeting on December 4<sup>th</sup>, and to close City Hall offices on Friday, November 23<sup>rd</sup> and Monday, December 24<sup>th</sup>.

Council Member Danielowski motioned to approve Setting and Cancelling the meetings and closings as discussed. Seconded by Council Member Wallen, unanimous ayes, motion carried.

## **7F. Department Updates**

### Fire Department

Fire Chief Randy Miller provided the following information on the Big Lake Fire Department: 1) the Department attended various National Night Out neighborhood events; and 2) informed Council that the annual Fire Department Dance is scheduled for the 4<sup>th</sup> Saturday in August (08/25/12).

### Police Department

Police Chief Joel Scharf reported on the Saron Lutheran Church vandalism and noted that the department is actively investigating the crime. Scharf also discussed the department's involvement in National Night Out events held on Tuesday, August 7<sup>th</sup> and reminded Council of the upcoming Big Lake Night Out event to be held at the Fire Hall on Friday, August 10<sup>th</sup> from 6:00 p.m. to 8:00 p.m. Scharf recognized officers Sam Olson and Cindy Finch for their work on the Big Lake Night Out event.

### Community Development Department

Katie Larson from the Community Development Department updated Council on recent activities in the department. KleinBank is moving forward with construction which is expected to begin in September, the status of the Lake Shopping Center 4<sup>th</sup> Addition project, the Crossings developer is offering another tour to Council if they are interested, Northern Star Apartments is slowly moving forward, the Space Needs Assessment is still underway, the Station Street Select East Plat should be submitted soon, and the Friendly Buffalo Plat is moving forward and staff is expecting Mylar's to be submitted soon.

### Public Works Department

Mike Goebel from the Public Works Department updated Council on recent activities in the Public Works Department including the success of the Graniteman event held at Lakeside Park on August 4<sup>th</sup>, staff is working on getting the new waste water treatment plant up and running, and the status of the in-house utility billing conversion and water meter reads. Council noted that the park system is looking very good and thanked the public works staff for their extra efforts.

**8. LIST OF CLAIMS**

Council Member Danielowski motioned to approve the List of Claims ranging from Check No. 63233 through Check No. 63295, and Electronic Payments #1780E to #1791E. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

**9. ADMINISTRATOR'S REPORT**

Todd Bodem discussed the date for the next Budget Workshop which is scheduled on August 22, 2012 beginning at 3:30 p.m.

Council Member Wallen motioned to set a Budget Workshop date on Wednesday, August 22, 2012 at 3:30 p.m. in the City Council Chambers. Seconded by Council Member Danielowski, unanimous ayes, motion carried.

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

Council Member Backlund: Provided a Fire Board update from the August meeting.

Council Member Danielowski: Provided a Big Lake Night Out Event reminder.

Mayor Kampa: Reviewed discussions held at various National Night Out neighborhood events which included positive comments on the new black and white police car design, the need for the City to complete the quiet zone, and comments on the City establishing a no-wake zone on Big Lake and Lake Mitchell.

Council Member Langsdorf: Informed the public of the upcoming Lake Association Annual Meeting scheduled on Saturday, August 11<sup>th</sup> at 9:00 a.m. at Russell's on the Lake.

Council Member Mike Wallen: Thanked the community for the outpouring of community support for Saron Lutheran Church after the vandalism that occurred.

**11. OTHER** – No other.

**12. ADJOURN**

Council Member Langsdorf motioned to adjourn at 5:35 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

Gina Wolbeck  
Clerk

08/22/12  
Date Approved By Council