

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 14, 2013**

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

Council Members present: Dick Backlund, Nick Christenson, Raeanne Danielowski, Seth Hansen, and Mike Wallen. Also present: City Administrator Todd Bodem, Finance Director Jessica Green, Public Works Director Mike Goebel, Police Chief Joel Scharf, City Clerk Gina Wolbeck, Fire Captain Nick Fiester, City Attorney Soren Mattick of Campbell Knutson, and City Engineer Brad DeWolf of Bolton & Menk, Inc.

4. OPEN FORUM

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

George Quinn, Lake Street North – Requested that the City allow neighboring properties of NSP home construction sites be provided an opportunity to review plans for construction on the vacant lots. Council directed staff to work with adjacent property owners during the planning phase. Quinn also discussed the need to repair Rose Drive and questioned if MNDOT has any impact in the roads that come off of City streets. Mayor Danielowski reviewed the MN State Aid Fund process. Quinn discussed the Quiet Zone process and questioned if the City has contact with Burlington Northern to better control whistle usage, and to ask train conductors to abide by the Federal Code. Council thanked Quinn for his efforts in volunteering to paint the hockey rinks.

Jim Nielson, Real Estate Attorney located at 118 East Main Street – Indicated that he represents the Jim and Ann Gallus family dating back to when they purchased City property in 1975. Nielson discussed a property line discrepancy at the former site of the Municipal Liquor Store that is now owned by the Gallus family, and reviewed correspondence between legal representation of the Gallus' and the City.

Mayor Danielowski closed the Open Forum at 6:17 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Backlund motioned to approve the Consent Agenda with the removal of item 6F (Approve Personnel Policy Changes) to be brought back at a future meeting. Seconded by Council Member Christensen, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Regular Council Meeting Minutes of July 24, 2013, 6B) Approve Budget Workshop Minutes of July 31, 2013, 6C) Accept Resignation from Economic Development Specialist Leslie Dingmann, 6D) Approve Purchase of City Shirts, and 6E) Set Council Budget Workshop on Tuesday, August 20, 2013 at 5:00 p.m. in the City Council Chamber.

7. BUSINESS

7A. PUBLIC HEARING – Host Approval for the Issuance of Bonds by Dakota County Community Development Agency

Syed Ghazi Akailvi from the Dakota County Community Development Agency discussed the bonds that will be issued to assist Dakota Communities to refinance their outstanding loans from specific group homes located in the State of MN. Akailvi explained that Dakota Communities is a MN 501(c)(3) organization which operates group homes to provide housing for severely disabled persons. Akailvi noted that one of the group homes being refinanced is located at 150 Powell Circle West in Big Lake which is why the City is being asked to give Host approval for the issuance of the bonds. Akailvi clarified that the City does not receive any funds from the bonds, nor will the City have any financial responsibility in the payoff of the bonds. The proceeds of the bonds will be used in part to refinance outstanding loans held by Dakota Communities.

Mayor Danielowski opened the public hearing at 6:23 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:24 p.m.

Council Member Hansen motioned to approve Resolution No. 2013-58 approving the issuance of Revenue Bonds by the Dakota County Community Development Agency. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7B. Meeting Date Changes and Cancellations

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 3, 2013 at 6:00 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 29th to allow staff and their family's additional time for travel and events over the Thanksgiving holiday weekend. Bodem noted that staff would be required to use comp, flex, or vacation time, or take the day as unpaid.

Council directed staff to cancel the November 27, 2013 and December 25, 2013 Council Meetings. Council also directed staff to inform the necessary Boards of the Committee Meeting on December 3rd, and to close City Hall offices on Friday, November 29th.

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

7C. DONATION – Sherburne County Agricultural Society

Nick Fiester discussed the cash donation provided by the Sherburne County Agricultural Society in the amount of \$2,000 to the Big Lake Fire Department towards the purchase of non-budgeted capital items. Council thanked the Sherburne County Agricultural Society for the generous donations.

Council Member Hansen motioned to approve Resolution No. 2013-59 accepting a cash donation to the Big Lake Fire Department from the Sherburne County Agricultural Society towards non-budgeted capital items. Seconded by Council Member Backlund, unanimous ayes, motion carried.

7D. Department Updates

Fire Department

Nick Fiester discussed recent activities of the Fire Department. Fiester also discussed the Fireman's Dance that was held on August 10th and noted that the new Extrication Equipment is ready to go after training on the equipment is completed. Fiester discussed the new firefighters recently appointed, and training and testing that is required of them.

Police Department

Joel Scharf updated Council on police statistics and calls for service. Scharf discussed the community picnic held for Night to Unite on August 6th. Scharf noted that they had a great turnout even though the weather shut the event down early. Scharf also discussed an increase in theft and burglary crimes in the area, reviewed a felony narcotics arrest by Lt. Olson, discussed a recent home invasion, provided an update on the Tootsie's Tavern robbery, and advised residents to use caution when responding to solicitations on Craig's List ads.

Community Development Department

Todd Bodem reviewed efforts of the Community Development Department. Bodem noted that Leslie Dingmann's last day of employment was last Friday and that staff will be bringing a recommendation to the EDA for the replacement of the position. Bodem also provided an update on the Dill Dental construction project, the Northern Star Apartments project, and the Lake Shopping Center 4th Addition project.

Public Works Department

Mike Goebel updated Council on recent activities in the Public Works Department. Goebel also discussed the recent water main break at Lake Street and Idaho Avenue, discussed seal coating that has been completed on various roads, the operation of the dryer at the WWTP, and noted that lake levels have been stable this summer. Goebel also discussed numerous events at Lakeside Park that have been held, including the Graniteman Triathlon event in early August. Goebel noted that the event will be held August 2nd next year. Goebel also informed Council that he will be starting work on the MPCA storm water amendment which is due in November.

8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims ranging from Check No. 65275 through Check No. 65392 with the exception of Check No's. 65289 and 65371 for separate consideration, and Electronic Payments #2046E to #2092E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

8B. Consider Bob's Towing and Recovery Payment in the Amount of \$120.50

Council Member Hansen motioned to approve payment of Check No. 65289 in the amount of \$120.50 payable to Bob's Towing and Recovery. Seconded by Council Member Wallen, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Backlund, Danielowski, Hansen, and Wallen voting aye and Council Member Christenson abstaining. Motion carried.

8C. Consider Audio Communications Payment in the Amount of \$3,740.63

Council Member Hansen motioned to approve payment of Check No. 65371 in the amount of \$3,740.63 payable to Audio Communications. Seconded by Council Member Christenson, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Christenson, Danielowski, Hansen, and Wallen voting aye and Council Member Backlund abstaining. Motion carried.

9. **ADMINISTRATOR'S REPORT** – No report given.

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

Council Member Christenson: Provided a Parks Meeting update.

Mayor Danielowski: Discussed the July Fire Board Meeting, and reviewed community events including the Team Liam Fundraiser, Music in the Park events, various neighborhood Night to Unite block parties, the Night to Unite Community Picnic, the City employee appreciation picnic, and the Big Lake Fireman's Dance held on August 10th. Mayor Danielowski also discussed the Annual Lake Association meeting that she attended, a Boy Scouts Troop 93 meeting that she participated in, and a recent Business Retention Meeting at Big Lake Lumber that she attended with City staff. Mayor Danielowski clarified to the public that the Farmer's Market is held each Thursday from 3pm – 7pm and that parking fees are waived after 3pm. Danielowski also reminded the public of upcoming community events including the Dog Vaccination Clinic on September 7th, the Big Lake Chamber of Commerce Block Party at McPete's Entertainment Center on September 7th, and the Movie/Music in the Park event on September 13th at Lakeside Park.

Council Member Hansen: Reviewed the August Planning Commission Meeting.

Council Member Wallen: Band 51 will be playing on Thursday night's Music in the Park. Council Member Wallen discussed the Night to Unite event held on August 6th and the August 10th Fireman's Dance. Council Member Wallen also discussed whether there is a need for a City Parks and Recreation Department.

11. OTHER

Council Member Hansen motioned to recess the regular session at 7:00 p.m. to go to Closed Session for item 12. Acquisition of Property identified as parcels 65-462-0230, 65-462-0240, and 65-462-0250 allowed under MN Statute 13D.05, subd. 3c3. Seconded by Council Member Backlund, unanimous ayes, motion carried.

12. CLOSED SESSION – Acquisition of Property (MS 13D.05, subd. 3c3)

Council Member Wallen motioned to open the Closed Session at 7:06 p.m. Seconded by Council Member Christenson, unanimous ayes, motion carried.

Council Members present: Dick Backlund, Nick Christenson, Raeanne Danielowski, Seth Hansen, and Mike Wallen. Also present: City Administrator Todd Bodem, City Finance Director Jessica Green, City Clerk Gina Wolbeck, and City Attorney Soren Mattick of Campbell Knutson.

Soren Mattick discussed the potential purchase of parcels 65-462-0230, 65-462-0240, and 65-462-0250.

No action was taken by Council during Closed Session.

Council Member Wallen motioned to close the Closed Session and reconvene the regular meeting at 7:50 p.m. Seconded by Council Member Hansen, unanimous ayes, motion carried.

13. ADJOURN

Council Member Wallen motioned to adjourn at 7:50 p.m. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council _____ 08/28/13