

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 23, 2015**

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: Nick Christenson, Raeanne Danielowski, Duane Langsdorf and Mike Wallen. Council Member absent: Seth Hansen. Also present: City Administrator Clay Wilfahrt, Finance Director Deb Wegeleben, Police Chief Joel Scharf, Public Works Director Mike Goebel, City Clerk Gina Wolbeck, Building Official Mick Kaehler, Liquor Store Manager Jan Muehlbauer, Fire Chief Paul Nemes, Consultant City Planner John Anderson of Municipal Development Group, Inc., and City Engineer Brad DeWolf of Bolton & Menk, Inc. Economic Development Specialist John Uphoff of WSB & Associates, Inc. arrived at 6:07 p.m.

4. OPEN FORUM

Mayor Danielowski opened the Open Forum at 6:01 p.m. No one came forward. Mayor Danielowski closed the Open Forum at 6:03 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Christenson motioned to approve the consent agenda as presented. Seconded by Council Member Wallen, unanimous ayes, consent agenda approved. The

Consent Agenda consists of: 6A) Approve Council Workshop Minutes of September 9, 2015, 6B) Approve Regular Council Meeting Minutes of September 9, 2015, 6C) Approve Data Access Joint Powers Agreement with the MN Bureau of Criminal Apprehension, 6D) Approve Mutual Aid Agreement for the Use of Law Enforcement Personnel and Equipment, 6E) Approve Request from the Big Lake Lions Club to hold the 14th Annual Little Hole on Big Lake Ice Fishing Contest on Big Lake on February 20, 2016, 6F) Approve Final Pay Estimate and Final Compensation Change Order to Kuechle Underground, Inc. for the Eagle Lake Road Quiet Zone Improvement Project, 6G) Approve Final Pay Estimate and Final Compensation Change Order to Hardrives, Inc. for the County Road 43 Quiet Zone Improvement Project, 6H) Approve Planning Services Contract with Municipal Development Group, Inc., and 6I) Approve Resolution No. 2015-65 approving a Lawful Gambling Permit to the Big Lake American Legion for Operation at the Third Rail Bar and Grill located at 47 Lake Street South

7. BUSINESS

7A. PUBLIC HEARING – Modification to TIF District 1-5

Deb Wegeleben provided information on Tax Increment Financing (TIF) District 1-5 that was created in 2009. The district is comprised of two parcels with one of those parcels being home to KleinBank and the other being undeveloped. Wegeleben noted that at this time, the City is modifying the TIF district to remove the undeveloped parcel since no qualifying activity happened within 4 years and the owner will not be redeveloping the site as contemplated under the original TIF plan. Additionally, the owner Mike Krutzig, has provided the required documentation for issuance of the pay-as-you-go TIF Note. The principal amount of the TIF Note will be approximately \$127,000 and will carry an interest rate of 6.5%. Krutzig is required to reimburse the City for its expenses related to the modification to the TIF district, review of qualified costs and issuance of the TIF Note. Krutzig has informed the City that he does not have the funds available to pay these costs and has been advised that the City will be utilizing the TIF received in 2014 through 2017 to cover these costs. Wegeleben clarified that Krutzig's anticipated first payment on the TIF Note will be in 2018.

Mayor Danielowski opened the public hearing at 6:06 p.m. No one came forward. Mayor Danielowski closed the public hearing at 6:06 p.m.

Council Member Langsdorf motioned to approve Resolution No. 2015-66 adopting a Modification to the Development Program for Municipal Development District No. 1 and Adopting a Modification to the Tax Increment Financing Plan for Tax Increment Financing District 1-5. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7B. 19910 Industrial Blvd (Crossfit Confidence) – Conditional Use Permit Application

John Anderson informed Council that the applicant has submitted an extension letter allowing City action to be extended to at least October 31, 2015. Staff expects that this item, along with an I-1 and B-1 Ordinance Amendment will come back to Council at the October 14, 2015 Council Meeting.

Council Member Wallen motioned to table the Crossfit Confidence Conditional Use Permit application to the October 14, 2015 City Council Meeting. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7C. 501 Lakeshore Drive (Hart) – Conditional Use Permit Application

John Anderson reviewed the planners report for the Conditional Use Permit application submitted by James and Deborah Hart for their residential property located at 501 Lakeshore Drive. Anderson noted that this parcel is located in the R-5 Residential Development District with a Shoreland District Overlay. The applicants requested a conditional use permit to exceed the 25% impervious surface coverage requirement. They are proposing to construct a 12' x 24' shed which is 288 square feet in size. They plan on replacing two existing sheds that are 8'3" x 8'4" and 9'1"x7'1" in size for a total of 133.1 square feet.

Council Member Christenson motioned to Approve Resolution No. 2015-68 approving a conditional use permit to exceed the 25% impervious surface coverage requirement in the R-5 Residential Development District with a Shoreland District Overlay for James and Deborah Hart for the property located at 501 Lakeshore Drive. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

7D. 401 Jefferson Blvd (Abraham Auto) – Review of Building Materials

John Anderson reviewed the planners report for a review of building materials for the commercial property located at 401 Jefferson Blvd. Anderson noted that the applicant received approval on a conditional use permit on September 10, 2014 to operate an auto repair and sale business. As the site is located in a district that the Downtown Design Standards apply, the city established conditions based on the design review. Anderson informed Council that the applicant has submitted two alternate material boards for replacement siding on the building in the mansard roof area. Anderson noted that the design guidelines require certain materials, or approval of alternate materials.

Council discussed various materials that could be used on the mansard roof area other than what the applicant has presented. Ahmed Abraham reviewed the reason why he

would like to change the original building materials, which is due to the heavy weight of the original panels. Council suggested Mr. Abraham consider installing cedar shakes on this area. Council also questioned Mr. Abraham's expected timeframe for completion. Abraham explained that he plans to have the project completed by the end of October.

Council Member Wallen motioned to approve use of cedar shake building materials from the original approved design materials for Abraham Auto located at 401 Jefferson Blvd. Seconded by Council Member Christenson, unanimous ayes, motion carried.

7E. Monthly Department Updates

Deb Wegeleben provided a year to date update on the 2015 budget.

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer informed citizens that Big Lake won the Michelob Golden Draft Light "Celebrate Your Lake" Facebook contest and will receive a \$50,000 grant that will go towards lake conservation efforts. A thank you party will be held Thursday, October 8, 2015 at the liquor store. Muehlbauer also discussed the upcoming Eagle Lake Association Wine and Craft Beer event at the Friendly Buffalo, noted that Lake Liquors will be participating in the annual MMBA food drive, and that the fall wine fest will be held November 18th at the Friendly Buffalo.

Mick Kaehler provided building permit information for the months of July/August. Kaehler also noted that the City has issued permits year to date totaling \$6,704,061.00 in property valuation.

John Anderson provided the monthly Planning report for the month of August, reviewing various applications that staff has been working on.

John Uphoff provided the monthly Economic Development update. Uphoff discussed a recent site selection familiarization tour he participated in.

Paul Nemes provided an update on the upcoming Fire Prevention Week events and the Fire Department Open House event scheduled on Sunday, October 11th.

8. LIST OF CLAIMS

Council Member Wallen motioned to approve the List of Claims ranging from Check No. 70032 through Check No. 70120, Electronic Payments #2813E to #2825E, and Payroll No. 18. Seconded by Council Member Christenson, unanimous ayes, motion carried.

9. ADMINISTRATOR'S REPORT

Clay Wilfahrt reviewed a conference he attended in Colorado relating to the future of the Sherco Plant and regional Economic Development efforts. Wilfahrt also noted that the County Road 43 crossing is expected to reopen by noon tomorrow.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Christenson: Reviewed the September Parks Advisory Board Meeting.

Mayor Danielowski: Reviewed upcoming community events including a Broadband Town Hall Meeting on September 28th being hosted by Senator Mary Kiffmeyer, a Parks and Trails Master Plan Meeting on September 29th from 7:00 p.m. to 8:30 p.m., the October 10th Pumpkin Fest event at Lion's Park, and the upcoming Fire Department Open House on October 11th.

11. OTHER

Council Member Wallen motioned to recess the regular session at 7:12 p.m. to go to Closed Session for item 12. Consider Counter Offer for Sale of Property pursuant under MN Statute 13D.05, subd. 3c3 to discuss offers submitted on the sale of City owned property. Seconded by Council Member Christenson, unanimous ayes, motion carried.

12. CLOSED SESSION – Consider Offers on Sale of City Owned Property (allowed per M.S. 13D.05, subd. 3c3 – Parcel No.'s 65-418-0560, and 65-418-0565

Council Member Langsdorf motioned to open the Closed Session at 7:18 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Council Members present: Nick Christenson, Raeanne Danielowski, Duane Langsdorf, and Mike Wallen. Also present: City Administrator Clay Wilfahrt, Police Chief Joel Scharf, Finance Director Deb Wegeleben, and City Clerk Gina Wolbeck.

Clay Wilfahrt discussed a counter offer the City received on City owned parcels 65-418-0560, and 65-418-0565.

No action was taken by Council during Closed Session.

Council Member Wallen motioned to close the Closed Session and reconvene the regular meeting at 7:21 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Council Member Christenson motioned to approve a Purchase Agreement with CentraCare Health for the sale of City owned parcels 65-418-0560, and 65-418-0565. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

13. ADJOURN

Council Member Langsdorf motioned to adjourn at 7:23 p.m. Seconded by Council Member Wallen, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 10/14/15