

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
SEPTEMBER 24, 2014**

**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: Interim City Administrator/Finance Director Jessica Green, Public Works Director Mike Goebel, Police Chief Joel Scharf, City Clerk Gina Wolbeck, Liquor Store Manager Jan Muehlbauer, Fire Chief Paul Nemes, and City Engineer Brad DeWolf of Bolton & Menk, Inc.

**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 6:02 p.m.

**5. PROPOSED AGENDA**

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

**6. CONSENT AGENDA**

Council Member Wallen motioned to approve the Consent Agenda as presented. Seconded by Council Member Christenson, unanimous ayes, consent agenda approved. The Consent Agenda consists of: 6A) Approve Council Meeting Minutes of September 10, 2014, and 6B) Approve Council Workshop Minutes of September 17, 2014.

**7. BUSINESS**

**7A. Providing for the Sale of \$1,115,000 G.O. Tax Abatement Bonds, Series 2014A**

Shelly Eldridge from Ehler's and Associates discussed the pre-sale report calling for the sale of \$1,115,000 in General Obligation Tax Abatement Bonds, Series 2014A. The proposed bond issue includes a current refinancing of the Big Lake Economic Development Authority Public Project Lease Revenue Bonds, Series 2005A, which were used to purchase the City's Municipal Liquor Store. Eldridge noted that the net present value benefit of the refunding is estimated to be approximately \$262,000 or +13% of the refunded debt service. Eldridge also discussed the current lease that the City holds with the Jerky Shoppe and noted that we are not allowed to exceed \$62,000 in lease revenue per year. Eldridge reviewed the debt issuance schedule with the awarding of the Sale of Bonds occurring at the October 22<sup>nd</sup> Council Meeting. Eldridge also reviewed Premium Bids which can produce rebates that we can use to reduce the bond amount.

Council Member Backlund motioned to approve Resolution No. 2014-56 providing for the Sale of \$1,115,000 General Obligation Tax Abatement Bonds, Series 2014A. Seconded by Council Member Hansen, unanimous ayes, motion carried.

**7B. September 17<sup>th</sup> Council Workshop Update**

Jessica Green reviewed discussions held at the September 17, 2014 Council Workshop.

**7C. Set the Preliminary 2015 Levy**

Jessica Green reviewed the proposed 2015 Preliminary Property Tax Levy. Green noted that the levy amount proposed is \$3,787,369 which is an \$119,383 increase over the 2014 property tax levy. Green also noted that the Public Input Hearing on the budget and levy has been scheduled on Tuesday, November 25, 2014 at 5:00 p.m. in the City Council Chamber.

Council Member Wallen motioned to approve Resolution No. 2014-57 Adopting the Preliminary 2015 Tax Levy, and set a special meeting date for the Public Input Hearing on Tuesday, November 25, 2014 at 5:00 p.m. in the City Council Chamber. Seconded by Council Member Backlund, unanimous ayes, motion carried.

**7D. Monthly Department Updates**

Brad DeWolf from Bolton and Menk, Inc. provided an engineering update on various projects underway in the City. DeWolf discussed the Quiet Zone work to be completed this fall starting October 6<sup>th</sup>. The County Road 43 crossing will be shut down and detoured

during construction, and the construction at the Eagle Lake Road South crossing will also start soon, but both intersections will not be closed at the same time. DeWolf also discussed the Notice of Establishment for a Quiet Zone that will be submitted to BNSF. They will have 21 days to review the application. DeWolf discussed the meeting staff had with BNSF to discuss the crossings and the addition of a second rail from Big Lake to Becker which could affect the implemented Quiet Zone next summer as BNSF requires that their trains use whistles while work is being done on their tracks. DeWolf also discussed the Northern Star Apartments projects which has completed paving, noted that the MS4 Permit will require Ordinance Amendments before April 2015, and provided an update on the Safe Routes to School Planning Grant for completion of a pedestrian safety survey.

Jessica Green provided the monthly finance update. Green noted that Council and staff have been busy working on the 2015 budgeting process and have begun to prep for the upcoming Standard and Poor's Rating Call. Green also reviewed the anticipated schedule for year-end assessment hearings for delinquent water/sewer accounts, along with unpaid weed/grass/snow removal charges.

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer reviewed August sales figures, discussed the upcoming Beer Fest, the MMBA annual food drive, informed Council that Vikings Cheerleaders will be at the store on October 10<sup>th</sup>, and discussed the upcoming Fall Wine Fest on November 14<sup>th</sup> that will be held at the Friendly Buffalo. Muehlbauer also reminded the public to vote for Big Lake in the Michelob Golden Draft "Celebrate Your Lake" grant program which ends September 30<sup>th</sup>.

Jessica Green provided building permit information for the month of August/September. Green also noted that the City has issued permits year to date totaling \$6,955,041.75 in property valuation.

## **8. LIST OF CLAIMS**

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

Council Member Hansen motioned to approve the List of Claims ranging from Check No. 67682 through Check No. 67759 with the exception of Check No. 67692 for separate consideration, Electronic Payments #2462E to #2476E, and Payroll Transaction No. 19. Seconded by Council Member Wallen, unanimous ayes, motion carried.

8B. Consider Bob's Towing and Recovery Payment in the Amount of \$115.00

Council Member Hansen motioned to approve payment of Check No. 67692 in the amount of \$115 payable to Bob's Towing and Recovery. Seconded by Council Member Backlund, 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.

9. **ADMINISTRATOR'S REPORT**

Jessica Green reviewed the status of the Northern Star Apartments project which is expected to be complete by the end of 2014. Staff will be meeting with the developer to discuss TIF concerns due to the delay in the completion of the project.

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

Mayor Danielowski: Provided information on upcoming community events.

11. **OTHER** – No other.

12. **ADJOURN**

Council Member Wallen motioned to adjourn at 6:56 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

\_\_\_\_\_  
Gina Wolbeck  
Clerk

Date Approved By Council \_\_\_\_\_ 10/08/14