

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 24, 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 Wallen 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 October 10, 2012, 6B) Approve Workshop Minutes of October 17, 2012, 6C) Approve Sign Permit Fee Waiver for the Lord Of Glory Lutheran Church Pumpkin Fest/Food Shelf Event Scheduled on October 27, 2012, 6D) Approve Request from the Big Lake Area Jaycee's to hold the 11th Annual Little

Hole on Big Lake Ice Fishing Contest on February 23, 2013 and approve Resolution No. 2012-64 approving a one-day Exempt Raffle Permit, and 6E) Set Budget Workshop at 3:00 p.m. on Tuesday, November 13, 2012 in the Big Lake City Council Chambers.

## **7. BUSINESS**

### **7A. October 17<sup>th</sup> Council Workshop Update**

Todd Bodem reviewed discussions held at the October 17, 2012 Council Workshop.

### **7B. Ordinance Amendment – Council Pay Reduction, Chapter 210**

Todd Bodem presented an Ordinance Amendment proposing a reduction in Mayor and Council pay. Bodem explained that due to budget constraints, Council directed staff to proceed with drafting an Ordinance reducing Mayor and Council wages by 20% to be effective January 1, 2013.

Council Member Danielowski motioned to approve Ordinance No. 2012-04 amending Chapter 210 reducing Mayor and Council pay to be effective January 1, 2013, and approve Resolution No. 2012-65 authorizing summary publication of Ordinance 2012-04. Seconded by Council Member Backlund, vote passed with a vote of 4:1 with Council Members Backlund, Danielowski, Kampa, and Langsdorf voting aye, and Council Member Wallen voting nay. Motion carried.

### **7C. Department Updates**

Brad DeWolf from Bolton and Menk, Inc. provided an engineering update on various projects underway in the City. DeWolf discussed the CR 43 project and informed Council that the first layer of asphalt is expected to be completed by next week with the final wear course being done next spring. DeWolf also informed Council that Sherburne County has agreed to be the Agent for the BNSF Maintenance Agreement. DeWolf also discussed the KleinBank project, the Big Lake Homes project, Northern Star Apartments, and the Lake Shopping Center 4<sup>th</sup> Addition.

Paula Mastey provided the monthly finance update. Mastey informed Council that utility assessment letters recently went for the hearing scheduled on November 14<sup>th</sup>. Mastey also reminded Council that the next Budget Workshop is scheduled for November 13<sup>th</sup>, and reviewed 2012 budget revenues and expenditures to date. Mastey also reviewed the status of the in-house utility billing conversion and transitional issues the City is experiencing. Mastey also explained that the conversion process will take about a year to stabilize. Council directed staff to prepare a press release to help educate residents on how the process is working.

Jan Muehlbauer provided a liquor store update to Council. Muehlbauer informed Council that the LED lights have been installed in the coolers, and reminded Council about the upcoming November 9<sup>th</sup> Wine Tasting event that will be held at the liquor store.

**8. LIST OF CLAIMS**

Council Member Langsdorf motioned to approve the List of Claims ranging from Check No. 63699 through Check No. 63737, and Electronic Payments #1842E to #1847E. Seconded by Council Member Backlund, unanimous ayes, motion carried.

**9. ADMINISTRATOR'S REPORT**

Todd Bodem asked Council to set the 2013 Budget and Levy Hearing on Wednesday, November 28, 2012 at 6:00 p.m. in the City Council Chambers.

Council Member Wallen motioned to set a Special Council Meeting on Wednesday, November 28, 2012 at 6:00 p.m. in the City Council Chambers. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

Todd Bodem informed Council of the upcoming Community Forum being hosted by New River Medical Center on October 30<sup>th</sup> which is open to the public. Bodem also noted that there is also a Hospital District/City/Township Affiliation Forum scheduled on October 29<sup>th</sup> that Council has been invited to attend.

Council Member Wallen motioned to set a Council Gathering on Tuesday, October 30, 2012 at 7:00 p.m. in Hospital Board Room A for the New River Medical Center Community Forum. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

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

No reports given.

**11. OTHER**

Mike Wallen – Reminded voters to get out and vote on Election Day and stated the importance for voters to educate themselves on where candidates stand on issues.

Council Member Danielowski suggested that Council look at re-evaluating Council Meeting start times. Council directed staff to bring this item to an upcoming Workshop for discussion.

**12. ADJOURN**

Council Member Langsdorf motioned to adjourn at 5:24 p.m. Seconded by Council Member Backlund, unanimous ayes, motion carried.

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Gina Wolbeck  
Clerk

Date Approved By Council \_\_\_\_\_ 11-14-12