

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
FEBRUARY 14, 2018**

**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: Raeanne Danielowski, Dick Backlund, Seth Hansen, Duane Langsdorf, and Mike Wallen. Also present: City Administrator Clay Wilfahrt, Community Development Director Hanna Klimmek, City Planner Michael Healy, Public Works Director Mike Goebel, Police Chief Joel Scharf, City Engineer Layne Otteson, Deputy City Clerk Deb Boelter, City Planner Michael Healy, and Liquor Store Manager Greg Zurbey.

**4. OPEN FORUM**

Mayor Danielowski opened the Open Forum at 6:02 p.m. No one came forward. Mayor Danielowski closed the Open Forum at 6:03 p.m.

**5. PROPOSED AGENDA**

Council Member Hansen motioned to adopt the proposed Agenda as presented. 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 Council Workshop Minutes of January

24, 2018, 6B) Approve Regular Council Meeting Minutes of January 24, 2018, 6C) Approve the American Society of Composers, Authors and Publishers Agreement, 6D) Approve Annual Lakeside Park Parking Pass Donations, 6E) Approve Resolution No. 2018-13 approving a Therapeutic Massage License for Hong Mei Liu at Lily's Massage, 6F) Approve Resolution No. 2018-14 approving a 2018 Consumption and Display Permit for Carousell Works, 6G) Appoint Denise McDowall-Seyko to Serve as the 2018 Chair on the Parks Advisory Committee for the Term of One Year, 6H) Approve Final Pay to Braun Intertec for Testing for the County Road 5 Trail Project, 6I) Accept Resignation from Accounting/Deputy City Clerk Deb Boelter, 6J) Approve Lupulin Brewing LLC/Garage Guys LLC Amended and Restated Tax Abatement Agreement Resolution No. 2018-15, 6K) Approve Agreement with Maxfield Research and Consulting, LLC, 6L) Approve Sustainable Communities Partnership Contract with Saint Thomas University, 6M) Accept Resignation from Part-Time Liquor Store Clerk Molly Leger, 6N) Approve 2017 Inter-Fund Transfers, 6O) Approve 2017 Budget Amendment Resolution No. 2018-16, 6P) Approve Sherburne History Center 1 to 4 Day Temporary On-Sale Liquor License Application for their Rhythm and Brews Fundraising Event, 6Q) Approve Ordinance No. 2018-02 approving an Amendment to Section 596 and Summary Publication Resolution No. 2018-17, and 6R) Approve Resolution No. 2018-18 in support of the Cargill Expansion Project.

## **7. BUSINESS**

### **7A. DONATION – Wilts Legacy LLC**

Joel Scharf gave an overview of the Unmanned Aerial Vehicle (UAV) Program that was initiated by the Big Lake Police Department in 2017 and its purpose. He continued by stating that the City of Big Lake received a \$1,000 cash donation provided by Wilts Legacy LLC to be used towards the purchase of a Forward Looking Infrared Radiometer (FLIR) for the Big Lake Police Department's UAV Program. Council thanked Wilts Legacy LLC for their generous donation.

Council Member Hansen motioned to Approve Resolution No. 2018-19 accepting a \$1,000 cash donation from the Wilts Legacy LLC towards the purchase of UAV Night Vision equipment. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

### **7B. Monthly Department Reports**

Fire Department - Ken Halverson reviewed activities that the Fire Department was involved in during the month of January. He continued by providing statistical information on calls for service for the month of January. Halverson reminded the public that the annual Chili Cookoff is being held on Thursday, March 15, 2018 at Lupulin Brewing Company. Cookoff details are available on the Big Lake Fire Departments Facebook page. All proceeds from

the Cookoff will be going to the Big Lake Food Shelf.

Police Department - Joel Scharf updated the Council on police statistics, calls for service and arrests for the month of January. He continued by presenting activities that the Police Department was involved in during the month of January. They included a presentation to the Board of Directors for the Central Minnesota Jobs and Training Center and Super Bowl detail for security and traffic control. He congratulated Bruno and Sergeant Hayden on their Region 12 Narcotic Certification.

Engineering Department - Layne Otteson provided an engineering update on the 2018 Street Improvement Project, County Road 73 trail and Manitou Street sidewalk, Hiawatha Avenue and Eagle Lake Road traffic signal, Minnesota Pollution Control Agency (MPCA) MS4 Audit, 2017 Annual Reports submitted and general activities.

Public Works Department – Mike Goebel reviewed the 2017 totals and statistical information on the City’s water usage and wastewater flows. He presented information on a water main break on County Road 81. He continued by stating that he met with Sherburne County Water Patrol about the thin ice on the channel. There will be “Thin Ice” signage installed and the Public Works Department will assist Sherburne County with the installation. Goebel warned people to stay off the ice in the channel area.

## **8. LIST OF CLAIMS**

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

Council Member Hansen motioned to approve the List of Claims dated January 19, 2018 through February 8, 2018 with the removal of Check No. 76325 for separate consideration, and approve payroll no. 2 and no. 3. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

### **8B. Consider Audio Communications Payment**

Council Member Hansen motioned to approve payment of Check No. 76325 in the amount of \$373.25 for services rendered. Seconded by Council Member Wallen , vote passed with a vote of 4 to 0 with 1 abstention with Council Members Danielowski, Hansen, Langsdorf and Wallen voting aye and Council Member Backlund abstaining. Motion carried.

## **9. ADMINISTRATOR’S REPORT**

Wilfahrt discussed the blighted property at 1061 Hennepin Avenue. He continued by stating that City staff is working with the property owners and at no cost to the City, the issue is being rectified.

Wilfahrt thanked the residents, business owners and policy makers for their input at the Open House for the bridge to be installed over the Mississippi River between Monticello and Big Lake. He stated that he has no doubt that Big Lake will be heard regarding their preferences with the bridge construction.

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

Mayor Danielowski: Reviewed the February BLEDA Meeting and the discussion regarding a Revolving Loan Fund. She continued by discussing the Maxfield Research and Consulting, LLC proposal and is looking forward to the results of the study. She stated that she also attended the Bridge Construction Open House and appreciated the comments received at the Open House and online. Danielowski reviewed future Community Events.

Council Member Backlund: Discussed the February Parks Advisory Committee Meeting. Reviewed some proposed projects.

Council Member Hansen: Stated that he was unable to attend because he was volunteering at the Super Bowl and was also attending the Governor's Conference. He did share that the Planning Commission conducted interviews for open positions.

Council Member Langsdorf: Stated that he was unable to attend the Lake Association meeting.

Council Member Wallen: Reviewed the February BLEDA Meeting. He continued by stating that he is excited about the possibility of a Revolving Loan Fund. He also attended the Open House for the Bridge Construction and was pleased with the attendance and input.

Council Member Wallen left the City Council Meeting at 6:40 p.m.

**11. OTHER** – No other.

**12. ADJOURN**

Council Member Hansen motioned to adjourn at 6:45 p.m. Seconded by Council Member Langsdorf, unanimous ayes, motion carried.

                    Deb Boelter  
Deputy Clerk

Date Approved By Council                     02/28/18