BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
JUNE 12, 2019

1. **CALL TO ORDER**

Mayor Mike Wallen 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, Seth Hansen, Rose Johnson, Paul Knier, and Mike Wallen. Also present: Finance Director Deb Wegeleben, City Clerk Gina Wolbeck, Public Works Director Mike Goebel, City Engineer Layne Otteson, Police Chief Joel Scharf, City Planner Michael Healy, Liquor Store Manager Greg Zurbey, and Fire Chief Ken Halverson.

4. **OPEN FORUM**

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

Karna Lundquist, 231 Crescent Street – Introduced herself as the President of the Big Lake Community Lake Association (BLCLA) and reviewed the Mission of the BLCLA which focuses on the protection and preservation of the lakes, and their goal is education. Lundquist stated that they have worked with various agencies to fulfill their mission, and stressed that membership to the Association is not limited to lakeshore owners. Lundquist also stressed the high risk of new invasive species (AIS), noting that everyone needs to work together to control AIS. Lundquist stated that the BLCLA will continue to seek closure of the Lake Mitchell access during open water season.

Carol Alm, 155 Hill Street – Stated that she is in favor of keeping the Mitchell Boat Launch open. Alm reviewed a history of boat launches on both lakes, historical data relating to low
water levels, and the need to retain an emergency access to Lake Mitchell, noting that she feels it is not safe to close the launch. Alm also inquired how citizens are going to be able to remove fish houses, and that taxpayers will resent having the launch taken away. Alm stated that she recognizes concerns with AIS, but stressed that prevention can only be guaranteed through complete closure of the lakes.

Judy Syring, 19 Crescent Street – Stated that we love our lake. Syring noted that there has been a lot of misunderstanding about the requested closing of the launch, explaining that the BLCLA is only promoting closing the Lake Mitchell boat launch during open water season. Syring stressed huge concerns with AIS and explained that experts advise closing all but one launch. Syring asked the City to do the right thing. Discussion was held about a Lake Koronis video that is available for viewing.

Bettina Potter, 120 Edgewater Place – Stated that our lakes are an asset that brings in money, stressing that these assets could change to a liability. Potter stated that she is not willing to have her tax dollars pay for AIS. Proactive action is needed, and we should allow the development of treatment and/or other avenues to try to keep these species at a minimum and out of our lakes. Potter encouraged the taskforce to consider cost implications for mediation.

Dallas Robinson, 391 Park Avenue – Stated that he lives a few blocks from the Mitchell launch and uses it when the parking lot at Lakeside Park is full. Robinson stated that if protecting what we have means not using it, is that really a choice. We are using fear to decide how to live our life. Robinson also questioned if blocking off the lake is the right choice to make.

Mayor Wallen closed the Open Forum at 6:16 p.m.

5. **PROPOSED AGENDA**

Council Member Knier motioned to adopt the proposed Agenda as presented. Seconded by Council Member Johnson, unanimous ayes, Agenda adopted.

6. **CONSENT AGENDA**

Council Member Hansen motioned to approve the Consent Agenda as presented. Seconded by Council Member Johnson, unanimous ayes, Consent Agenda approved. The Consent Agenda consists of: 6A. Approve Council Workshop Minutes of May 22, 2019, 6B. Approve Regular Council Meeting Minutes of May 22, 2019, 6C. Acknowledge Non-Acceptance of Liquor Clerk Job Offer for Joseph Brummett, 6D. Accept Resignation from Lead Liquor Clerk Mary Presler, 6E. Approve Hire of Part-time Liquor Clerk Maarja Dahl, 6F. Approve Property Damage Settlement Agreement and Release for Damage to the Gazebo at Lakeside Park, 6G.
Approve Fireworks Display Permit to Northern Lighter Pyrotechnics for the 2019 Spud Fest Event 6H. Set Special Joint Powers Board Meeting at 4:00 p.m. on June 25, 2019 in the Council Chambers to Discuss the Big Lake Industrial Park East Phase II Property, 6I. Approve Employment Status Change for Police Officers Tom Kucala, Tyler Sinclair, and Silas Reek, 6J. Approve Resolution No. 2019-40 Approving the Plans and Specifications and Ordering Advertisement for Bids for the 2019 Wastewater Treatment Facility Improvements, 6K. Approve SAC/WAC Payment Incentive Policy Revisions, 6L. Approve Temporary Liquor Licenses for Lupulin Brewing for Music in the Park Events from June 20, 2019 through August 29, 2019, and 6M. Approve Liability Coverage Waiver Form.

7. **BUSINESS**

7A. **RECOGNITIONS – Employee Years of Service**

Mayor Wallen presented years of service certificates to City and Fire Department employees who reached a milestone year of service. Those employees recognized included Kevin Kreuger (5 years), Jamie Shores (5 years), Sam Olson (15 years), Keith Roellike (15 years), and Kurt Goenner (30 years). Council thanked the recognized employees for their years of service.

7B. **Duffy Development Crossing Phase II Project – Development Contract, Final Plat/PUD, and Zoning Amendment**

Michael Healy reviewed the planners report for the development application submitted by Duffy Development for Final Plan PUD, Final Plat, a Development Contract, and a zoning amendment approval. The Applicant is seeking to construct a 38-unit two-building townhome-style apartment complex to be known as The Crossing Phase II and will be located immediately west of the existing townhome-style apartment complex known as The Crossing at Big Lake Station. Healy noted that the Applicant received approval for Preliminary Plat/PUD and an easement vacation in December 2018 and is now finalizing the development. The Applicant hopes to start construction by the end of summer 2019. Healy reviewed minor revisions to the approval that was done in December 2018, specifically to address the issue of the height of proposed buildings. The Phase II buildings will be roughly the same height as the existing Phase I structures, which is 42.5 feet from the floor of the parking garage to the peak of the roof. Healy noted that it is hard to establish the average existing grade because there is currently a large amount of fill on the property which has been stored there since the Phase I construction. The City Attorney has advised that the City allow the building to be up to 45 feet tall, measured from the lowest point of the underground garage floor to the highest gable of the roof. This will allow for a project to be constructed that will have roughly the same height and visual impact as the Phase I project. Because most of the garage will be buried, the exposed portions of the building will generally be between 32 to 36 feet in height when measured from the post-
construction grade. Healy also reviewed PUD flexibility that will apply to the project that are being approved through the ordinance that will rezone the property to PUD. Healy also reviewed park dedication requirements, grading, drainage, utilities, easements, trunk charges, sidewalk design, landscaping requirements, and fire safety infrastructure requirements.

The Big Lake Planning Commission held a public hearing on June 5, 2019 and there were no comments from the public. The Planning Commission unanimously recommended approval of the Application.

Council Member Knier motioned to approve the draft Development Agreement and PUD Agreement for Big Lake Townhomes Third Addition and authorized the City Attorney to finalize the Agreement prior to signature. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Council Member Knier motioned to approve Resolution No. 2019-41 approving the Final Plan PUD and Final Plat of Big Lake Townhomes Third Addition and setting forth conditions to be met prior to release of the Final Plat. Seconded by Council Member Hansen, unanimous ayes, motion carried.

Council Member Knier motioned to approve Ordinance No. 2019-10 approving the rezoning of Outlot A, Big Lake Town Homes Second Addition property to PUD, and approve Resolution No. 2019-42 authorizing summary publication. Seconded by Council Member Hansen, unanimous ayes, motion carried.

7C. Presentation – Big Lake Police Department Body Camera Audit

Joel Scharf reviewed the impartial audit results that are legislatively required biannually for all law enforcement agencies with a body camera program. The Police Department contracted with Lembcke Consulting of Lakeville, MN to undertake the audit process. Upon Council acceptance of the audit, the findings will be forwarded on to the Legislative Commission on Data Practices for their final approval. Areas contained in the audit included Data Classification, Retention of Data, Access by Data Subjects, Inventory of Portable Recording Technology, Use of Agency Issued Recording Devices, Authorization to Access Data, Sharing Among Agencies, the Body Camera Policy, and Public Comment. Scharf noted two areas where minor discrepancies were found, including under Retention of Data, and Body Camera Policy.

Council Member Hansen motioned to accept and approve the results of the Big Lake Police Department Body Camera Audit. Seconded by Council Member Johnson, unanimous ayes, motion carried.
7D. Monthly Department Reports

Fire Department – Seth Hansen provided statistical information on calls for service for the month of May. Hansen also announced that the Fire Department will be taking applications for new fire fighters, noted that their annual Open House is scheduled on October 13, and the annual Firefighters Dance is scheduled on August 3.

Police Department – Joel Scharf updated Council on police statistics, calls for service, and self-initiated policing activities for the month of May. Scharf also provided information on upcoming community events the department will be participating in including the City’s Movie in the Park event, Music in the Park events, the Spud Fest Guns and Hoses softball game, and the annual Night to Unite event scheduled on August 6. Scharf also discussed a recent citizen donation of treats that officers will distribute at events, reviewed cleanup of the Police Department grounds and fleet, discussed the Commissioner’s Award recognizing area law enforcement agencies and officers, noted issues occurring at Lakeside Park, reviewed dog ordinances, the Officer Trading Card Program, and the Behind the Badge video series promoting the profession of law enforcement. Scharf reported on recent burglaries in the area and encouraged citizens to report suspicious activities. Scharf discussed the Nextdoor.com online program and announced new lobby hours at the Police Department.

Council Member Knier discussed concerns about disorderly conduct at the beach and asked for feedback from law enforcement on when it’s appropriate for a citizen to call in a report, and what happens after a call is made. Scharf explained that complaints can be filed anonymously, and that the caller will be asked to describe the group and situation of concern. Scharf expressed that if you feel alarmed, call the non-emergency police number.

Engineering Department – Layne Otteson provided an engineering update on various projects underway in the City. Otteson reviewed the status of the 2019 projects noting the high water level has caused the McDowall Trail to still be under water. The contractor will wait for the area to dry up and is looking towards the end of July to early August for a construction start date. Otteson noted an information letter will be going out to affected property owners in the project area. Otteson discussed the open house that was held on June 4 for the 2020 Street Rehabilitation Project, and reviewed other projects, complaints, and plan reviews the engineering department has been working on.

Public Works Department – Mike Goebel reviewed activities in the various areas of the Public Works Department. Goebel discussed the new park equipment at the Sanford Select Acres Park area, and discussed the rebuild on Well No. 5 that was recently put into operation. Goebel noted issues with the Aquifer and Ph levels in the well, noting that iron started precipitating out. Goebel reviewed Staff’s efforts to correct the iron content before we could start treating at the water treatment plant. Goebel stressed that without a water treatment plant, the City’s water supply would have a serious iron and manganese problem.
8. LIST OF CLAIMS

8A. Consider List of Claims

Council Member Hansen motioned to approve the List of Claims dated 05/15/19 through 06/06/19 with the removal of Check No. 80116 for separate consideration, and approve payroll no. 11. Seconded by Council Member Knier, unanimous ayes, motion carried.

8B. Consider Audio Communications Payment

Council Member Hansen motioned to approve payment of Check No. 80116 in the amount of $95.00 payable to Audio Communications for services rendered. Seconded by Council Member Johnson, vote passed with a vote of 4 to 0 with 1 abstention with Council Members Hansen, Johnson, Knier and Wallen voting aye and Council Member Backlund abstaining. Motion carried.

9. ADMINISTRATOR’S REPORT

With the absence of Administrator Wilfahrt, no report was given. Gina Wolbeck reminded the public that the second meeting in June has been moved ahead one day due to the League of MN Cities Annual Conference. The meeting date has been moved to Tuesday, June 25, 2019.

10. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Wallen: Reviewed the June BLEDA Meeting. Mayor Wallen informed the public that BLEDA President Doug Hayes submitted his resignation from the Board and the BLEDA will be advertising the vacant seat. Mayor Wallen discussed correspondence the Council received from the City Attorney relating to egregious and disappointing claims made. Wallen noted that the Personnel Committee will be meeting with Administration and the City Attorney to review, and assured Staff that the behavior and activity listed on the complaint will not be tolerated. Mayor Wallen also reminded the public of the Movie in the Park event and Connect with Council event coming up this Friday at Lakeside Park.

Council Member Backlund: Discussed the June Parks Advisory Board Meeting.

Council Member Hansen: Reviewed the June Planning Commission Meeting.

Council Member Johnson: Discussed the June BLEDA Meeting, and the recent Big Lake Community Lake Association Meeting. Council Member Johnson also discussed the upcoming July 4 boat parade.
11. **OTHER** – No other.

12. **ADJOURN**

Council Member Knier motioned to adjourn at 7:10 p.m. Seconded by Council Member Johnson, unanimous ayes, motion carried.

__________ Gina Wolbeck  
Clerk

Date Approved By Council _____06/25/19____