

**BIG LAKE CITY COUNCIL  
REGULAR MEETING MINUTES  
JANUARY 12, 2022**

**1. CALL TO ORDER**

Mayor Paul Knier 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: Ken Halverson, Sam Hanson, Paul Knier, Kim Noding, and Paul Seefeld. Also present: City Administrator Clay Wilfahrt, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, Community Development Director Hanna Klimmek, City Planner Lucinda Spanier, City Engineer Layne Otteson, Acting Police Chief Sam Olson, Liquor Store Manager Greg Zurbey, Streets/Parks/Fleet Superintendent Norm Michels, Water/Wastewater Superintendent Dan Childs, and Big Lake Student Liaison Ella Dotzler.

Mayor Knier invited Pastor Mark Snyder from Bethany Bible Church to conduct an Invocation to start the meeting off.

**4. OPEN FORUM**

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

Scott Zettervall, 1695 Grace Drive – requested that Council pull Police Chief Matt Hayen’s resignation from the Consent Agenda to be considered independently, stating that Hayen may have submitted his resignation with short notice and under the threat of termination if he refused to resign quickly. Zettervall stated that he would like to hear from Council if they fully understand the information they have received on the topic, and if they feel they should hear from Hayen directly before making a decision.

Molly Hayen, 2641 Oak Ridge Drive - Molly Hayen identified herself as Matt Hayen’s wife, and explained that she is here tonight to address the Council and Mr. Wilfahrt about the handling of

Matt's leave and ultimately his resignation. From the moment he was placed on leave he was never given documentation or asked to sign anything which is standard practice in these situations. He was given no direction other than being told there was a complaint filed and he could know nothing about the complaint. We did eventually find out that Mr. Scharf made a complaint about a situation that took place which was the result of a falling out they had regarding Matt setting boundaries with him and trying to get a fresh start and making the PD a better work environment for all the officers. His intention was to make decisions that benefitted everyone including the citizens, and to offer a more collaborative environment as he had been some of the internal strains happening over the years at the hands of Mr. Scharf. Matt received no communication from the City throughout his leave other than a few requests to help out with situations from officers including how to set up new officer computer access. He was even called in at one-point help reset the computer system that had gone down. Other than that, there was nothing from Administration, only the officers who supported him. Our attorney reached out on several occasions to try to get answers, offer alternative solutions, discuss a potential resignation, and overall just to get information on the City's stance. Most of the communication was never returned. Matt was even requesting to meet with someone to discuss the events in question. It was not until Tuesday, January 4<sup>th</sup> that we finally received correspondence through our attorney that Mr. Wilfahrt had finally responded to her that they were looking at termination, or Matt could resign. He gave less than 48 hours for him to decide, stating that it had to be on the Agenda tonight. We were never given an explanation as to what the findings were, or why they were moving in that direction, in fact, we had just received the investigation last night. But again, no real explanation from any person. Matt submitted his resignation because he was not sure what else to do, and was not given any options. To date, he has yet to have Clay or anyone respond to his resignation letter that was very professional and positive toward the City. Not one person has acknowledged him. The person that you chose as your Chief of Police, and more importantly, a human being, with the kindest heart who would never do anything intentionally wrong; however, you were quick to let officers and Facebook know of his resignation. This is hurtful and quite honestly disrespectful. Hayen stated that her other concern is that you have mentioned to others your concern for Matt returning due to him potentially being labeled a Brady Giglio, yet another officer and your selected Interim Chief have one and this does not seem to be called into question. Your decision-making there does not add up to me. One would assume by having a Brady Giglio you are dishonest or did something in question. How is it that these two officers who did violate something and were labeled this, aren't violating the same policies that you are calling into question that Matt may have violated. Is your intention to address this matter with them too. Ultimately, I am here tonight to express that Matt is a good person, he is a family man, he has never wanted anything but to be an officer, and he never would have done anything to jeopardize that or your trust if he knew it was wrong. I wish the outcome could be different for him, he was led in this direction by a whole situation, it was not a Matt Hayen issue, there were other parties involved, and had he known otherwise or been directed otherwise, it wouldn't have happened. I wish the outcome could be different for him, that you would have given him a chance and that mostly you would have

responded to him, or returned their attorney's correspondence to come up with a better option. It is really unfortunate that the City would treat someone who has served the community with nothing but high regard for over five years like this. He was dedicated to this place, the amount of vacation he has is a testament to that.

Mayor Knier closed the Open Forum at 6:08 p.m.

Mayor Knier mentioned as a side note that the fact that we changed the rules recently to allow for persons to speak on items on the agenda was a very good move for freedom, because under the old rules, we wouldn't have been able to speak about any of this tonight. People would have had to bring it up a month ago which wouldn't have even been possible. He feels it was a great move to do that.

**5. PROPOSED AGENDA**

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

**6. CONSENT AGENDA**

Council Member Noding motioned to approve the Consent Agenda with the removal of item no. 6S for separate consideration at the request of Scott Zettervall. Seconded by Council Member Halverson, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Joint Committee Workshop Minutes of December 7, 2021, 6C. Approve Council Workshop Minutes of December 8, 2021, 6D. Approve Regular Council Meeting Minutes of December 8, 2021, 6E. Approve 2022 Sand Creek Group Employee Assistance Agreement Renewal, 6F. Approve Appointment of Cole Hendry to the Big Lake Economic Development Authority, 6G. Approve 2022 Planning Commission Appointments, 6H. Approve Compeer Financial Grant Agreement for the Big Lake Farmer's Market Program, 6I. Approve Reclassification of the Community Development Administrative Assistant Position to Building Permit Technician, 6J. Approve the Purchase of a 2019 Case Tandem Drum Roller and Towmaster Trailer for the Streets Department, 6K. Approve Resolution No. 2022-01 approving the TIF 1-5 Assignment Note, 6L. Approve Collective Bargaining Agreement with the International Union of Operating Engineers, Local 49, 6M. Acknowledge Review of the Environmental Assessment Worksheet for the Prairie Meadows Third Addition Development and Authorize Publication and Distribution, 6N. Recognition of Years of Service for BLEDA Commissioner Greg Green and Planning Commissioner/Parks Advisory Board Member Scott Marotz, 6O. Approve Haugo GeoTechnical Services Contract to Provide Subsurface Exploration Services for the ST2022-1 Project, 6P. Approve Municipal State Aid Street System Designations Resolution No. 2022-02 and 2022-03, 6Q. Approve Opioid Settlement Agreement Resolution No. 2022-04, 6R. Approve Termination of Part-time Liquor Store Clerk Jesse Cox, and ~~6S. Accept Resignation from Police Chief Matt Hayden.~~

6S. Accept Resignation from Police Chief Matt Hayen.

Mayor Knier opened up discussion on this. Clay Wilfahrt discussed the investigative report as well as Mr. Hayen's resignation that was submitted last week by Hayen to Council.

Mayor Knier discussed that there were some assertions made that Staff were reached out to and did not respond in a timely manner, and asked Wilfahrt for a response to those assertions. Wilfahrt reviewed that there was communication back and forth. There was an email to Hayen in mid-December with a timeline update, and he had also been in touch with Hayen's attorney via phone over a number of occasions. Wilfahrt acknowledged that we didn't get back to Hayen on every question they had, but that there was communication back and forth throughout the process. Knier asked if there were reasons why we didn't get back to Hayen on every question they posed. Wilfahrt responded that some questions they had required we have a personnel committee or a Council resolution prior to answering them so we did not respond to everything.

Council Member Hanson discussed that we held a number of personnel committee meetings in regards to this complaint, noting that there is a lot of detail that goes into it which will be released shortly. Hanson stated that he is comfortable to proceed with accepting Hayen's resignation. Hanson also noted that it was just recently brought to light that the ATF will not be looking at Hayen, but will be moving their focus over to Streicher's. Hanson suggested that people should reach out to Matt and talk to him personally.

Knier stated that we are not the first organization or community that has to let go of a good man, a good employee because they made a mistake. It's unfortunate, and it's hard to do. There are many business owners that have a valued person that makes a mistake, whether it's a mistake made from gross lack of judgement, or is maybe a one-time event. Knier stated that he thinks he is ready to accept the letter of resignation from Matt as well, and would be willing to help with a letter of recommendation from himself personally for his next venture noting that he would vouch for him, but noted that, in his opinion, Hayen made a pretty gross mistake and that is why he is voting to accept his letter of resignation.

Council Member Halverson acknowledged that he didn't reach out to Matt personally during the investigation because he felt it would be a conflict, and would be crossing the line during the investigation. Halverson stated that he likes Matt and noted that Matt has always been very nice to him. Halverson also stated that he will have no problem meeting with Matt after everything calms down. Halverson explained that he made his personal decision based on the report and what he felt would be in the best interest of the City of Big Lake. It surely is not anything against Matt.

Council Member Noding stated that she agrees with Ken in that we were afraid of conflict of interest. There is a boundary line that we stand behind and we can't step over that. Noding stated that she did read the report and she is very disappointed to have to make the decision that she has to make tonight. She has nothing against Matt, and holds him in the highest esteem. She has no problem reaching out to Matt, but there were certain boundaries and guidelines which we had to abide by. This is unfortunate and rather devastating. She was very proud when we appointed Matt, and stated her appreciation for all the years he served here as an Officer, and expressed that Matt is an exceptional human being.

Council Member Seefeld echoed everything the other Council Members said.

Council Member Halverson motioned to accept the resignation of Police Chief Matt Hayen. Seconded by Council Noding, unanimous ayes, motion carried.

## **7. BUSINESS**

### **7A. PUBLIC HEARING – Order Final Plans and Specifications for Lake Ridge Drive and 166th Street and add to the 2022 Street and Utility Project No. ST2022-01**

Layne Otteson reviewed the segment of Lake Ridge Drive that was inadvertently left out of the resolution ordering plans and specifications for ST2022-1 at the November 29, 2021 Council Meeting. To correct that error, all adjacent property owners in this section were sent a notice of the public hearing as required by Minnesota State Statute Chapter 429. The resurfacing costs per front foot is estimated to be \$36.20 for this section of Lake Ridge Drive. Otteson also discussed the preliminary improvement design on 166<sup>th</sup> from Marketplace Drive to 201<sup>st</sup> Avenue, which was preliminarily planned to be a resurface and the pending assessments were established based on the low cost for resurfacing. Since that time, Capstone Builders has confirmed that they are moving forward with a high-density residential concept on two unplatted properties to the west of 166<sup>th</sup> Street, and the high likelihood of this project advancing has led Staff to revise the recommended street work from resurfacing to constructing a long-term urban section with curb and utilities, to be consistent with City standards for collector roadways. This change is an increase in construction costs and an increase in special assessments to benefitting properties. Otteson explained that when property is platted, developers are to improve or provide infrastructure to the plat line through their own construction or special assessment process. The concept plan received from Capstone Builders connects to 166<sup>th</sup> Street resulting in traffic increase and water distribution expansion. The two parcels on the west side of 166<sup>th</sup> Street would be subject to public improvements per the City's assessment policy, and there is a City owned outlot to the east of 166<sup>th</sup> Street that is utilized for ponding purposes. The increase in assessment amount is estimated to be \$156.72 per front foot and requires notifying the two affected properties of a revised assessment amount and for these parcels to be included in the public hearing. Otteson also noted

that the estimated cost of the ST2022-1 project has increased from \$4.87 million to \$5.11 million. The project will be paid with municipal bonds, and any costs exceeding the bond will be paid with CIP funds.

Council Member Seefeld asked if homeowners have the option to make a partial payment and then have the remainder owing assessed. Deb Wegeleben indicated that property owners do have the option to make a partial payment prior to the City certifying the assessments to the County.

Mayor Knier opened the public hearing at 6:36 p.m. No one came forward. Mayor Knier closed the public hearing at 6:36 p.m.

Council Member Seefeld motioned to approve Resolution No. 2022-05 ordering the Final Plans and Specifications for Lake Ridge Drive and 166th Street and adding to the 2022 Street and Utility Improvement Project No. ST2022-1. Seconded by Council Member Noding, unanimous ayes, motion carried.

**7B. Approve Final Plans and Specifications and Authorize Advertisement for Bid for the 2022 Street and Utility Project No. ST2022-1**

Layne Otteson reviewed the final plans and specifications for the 2022 Street and Utility Improvement Project No. ST2022-1, noting that Highland Avenue is not part of this project due to development to the west. The estimated cost of the project is approximately \$5.11 million and includes projects advanced forward in an effort to leverage historic low bond rates and to take advantage of volume pricing. Otteson explained that it is likely that a significant cost savings will be realized with the projects being advanced sooner and bid sooner. Pending Council approval, the tentative schedule is to begin advertising for bids in January, opening bids in February, and the expected construction window being May through November 2022, and May through July 2023. The final assessment hearing is expected in the fall of 2023. The estimated cost of the project is approximately \$5.11 million, and project funding will be provided by bonds supported with special assessments (\$2.64 million) and local (\$2.47 million). Otteson noted that costs exceeding the municipal bond will utilize CIP fund.

Council Member Noding discussed that Powell Street was delayed until Spring, and asked if that same contractor will be eligible for bidding on this project. Otteson noted that the contractor is eligible to bid on this project as well. Noding asked for further information on what a collector street design is. Otteson explained that upgrading to collector status means that we are looking at it closer than what the original intention was. Prior to upgrading it, the Township wanted us to rehabilitate 166<sup>th</sup> Street. We looked at different options such as a thin overlay or something minimal. At that time, we didn't understand the high traffic counts as well as future development

in the area. A collector street would include wider streets with curb, and we would control the storm sewer with curbing and pipe. We would also have a thicker, wider section which will be built to State Aid standards and will eventually go on our State Aid system and will provide reimbursement from the State gas tax. Otteson indicated that the proposed collector street will be designed to handle approximately 3,000 cars per day.

Council Member Seefeld motioned to approve Resolution No. 2022-06 approving the final plans and specifications and authorizing the Advertisement of Bids for the 2022 Street and Utility Project No. ST2022-1. Seconded by Council Member Halverson, unanimous ayes, motion carried.

**7C. Issuance and Sale of \$5,065,000 General Obligation Improvement Bonds, Series 2022A for the 2022 Street and Utility Improvement Project No. ST2022-1**

Deb Wegeleben reviewed the 2022 Street Improvement Project No. ST2022-1 as outlined in the final plans and specifications approved by Council on January 12, 2022 which will be funded with General Obligation debt. Tammy Omdal from Northland Securities presented the negotiated sale of \$5,065,000 in General Obligation Improvement Bonds. Omdal reviewed the City's rating from Standard and Poor Global Ratings noting that the City's rating of AA/Stable was affirmed. This rating reflects strong a finance management assessment and very strong overall management. Omdal reviewed that Northland Securities is the underwriter of the Bonds which were sold through a negotiated sale process earlier in the day, which were bid with \$564,804 Reoffering Premium bid which will be deposited to the construction fund. The City received five bids from underwriters to purchase the Bonds. The winning bidder was Piper Sandler & Co., and the final true interest cost will be 1.3922589%.

Mayor Knier asked if we are paying the same interest rate on the \$564,804 premium amount as we are paying on the \$5.1 million amount. Omdal discussed that the true interest cost of 1.3922589% is the amount after accounting for the premium to fund project costs versus reducing the amount of principal that we otherwise would be paying. Omdahl discussed that not all, but many cities and counties in this environment, have been choosing to use premium to fund project costs or put into debt service just because we are in such a low interest rate environment. Knier noted that when we talk about paying back \$593,000 per year over ten years, we are actually borrowing \$5,600,000 because of the premium and asked if that is where the \$336,000 interest is from. Omdahl clarified that the \$366,000 amount is the tax levy that will be used to repay those bonds. In Big Lake's case, the premium could be used to reduce the amount of principal, or in the case of a low interest rate environment, City Staff is recommending that the premium be deposited into the construction fund. The benefit of that is if the project costs come in higher at bid time, we would have the necessary funds available, and if we get good bid pricing and the costs come in less, we would still be in a strong position because then the City can deposit those funds into the debt service fund and help manage the tax levy from year to year that we will need to certify for these bonds. Knier

asked if he is correct in that we would be borrowing \$5.6 million and by paying back \$593,000 per year over ten years, we would be paying back \$5.9 million. Omdahl explained that the total principal and interest that we will pay over the ten-year life of the bond would be \$6.96 million, which includes \$5.65 million in principal, and approximately \$1.31 in interest. Knier asked for further clarification on the premium, specifically on where the extra \$564,000 is. Omdahl explained that amount, is in the amount of total interest that will be paid back. When there is premium bid, which is when underwriters, demanding as part of the bid, higher coupons on those bonds, your decision to not use that premium to reduce principal, which was an option, will result in the City paying \$6.96 million for the bonds. That would have been approximately a half million dollars less if a decision was made to use premium to reduce the power amount of the bonds. Premium is a difficult concept to understand and further detail can be given if Council asked her to. Knier asked for further clarification on if the premium we are paying back is counted in the amount of interest that we are paying back. Omdahl agreed with Knier's statement. Knier added that it is not part of the \$5.1 million so aren't we getting the \$593,000 in cash to pay it back later but it is considered interest which he feels is odd. Omdahl explained that it is not considered interest, and further explained that we are going to pay \$5.065 million in principal. We would have paid a half million dollars less in principal if that premium would have been used to reduce the principal amount of the bonds. That half million-dollar premium is not free money, it is simply the underwriters saying they are going to pay us a premium over our power amount, in order to have higher coupons on these bonds for our investors. If we choose to use the premium, the underwriters signed off in agreement that we can use the premium instead of reducing the principal amount, to be deposited into the construction fund. Omdahl again clarified that we will need to pay that back over the ten years. Knier acknowledged that while he doesn't totally understand the process, but is thankful for Staff and our advisors who are willing to answer the questions.

Council Member Seefeld questioned where Piper Sandler falls in the low bid category. Omdahl reviewed that when bonds are bid in this offering for underwriters and bidding, it is based on true interest costs which factors in their premium bid, and what the underwriter is willing to work for, in this case, the underwriter was willing to work for less than what was offered when the bonds were put up for bid which is also a benefit to the City. It also takes into consideration their structure (coupon) interest rates that they are proposing on each of the maturities, which was more favorable than their competitors.

Council Member Halverson motioned to approve Resolution No. 2022-07 providing for the Issuance and Sale of \$5,065,000 General Obligation Improvement Bonds, Series 2022A, and pledging for the security thereof special assessments and levying a tax for the payment thereof. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Mayor Knier discussed that he is very excited that we are saving lots of money for the taxpayers by condensing these projects forward, noting that we are getting the low rates that we had hoped for.



**7D. PUBLIC HEARING – Big Lake Business Park Easement Vacation and Final Plat Application**

Lucinda Spanier reviewed the planners report for the Big Lake Business Park Drainage and Utility Easement Vacation and Final Plat application. Spanier noted that the final plat will create two lots and two outlots. Lot 1 is an existing home that will remain, Lot 2 will be developed as Premier Marine, and the two outlots are intended for future development. Spanier also discussed that the Subdivision Ordinance prohibits issuance of a building permit until the final plat has been recorded at Sherburne County; however, the Ordinance does allow the City Council to waive this requirement. The Applicant has requested to be allowed to begin construction immediately following Council approval of the final plat. The Applicant has already been permitted to begin grading and infrastructure construction and has been issued a permit for building footings. Staff supports the request subject to the conditions in the draft resolution allowing issuance of a building permit upon receipt of a fully executed development contract, and submittal of all fees/escrow and the letter of credit as required by the development contract. The City Attorney has modified the standard language in the development agreement to reflect this waiver. Spanier reviewed the easement vacation which was a requirement of the Preliminary Plat approval. The survey shows a drainage and utility easement on the east side of the property that is unused. It is unclear why the easement was originally dedicated, but it does not contain utilities or drainage areas and the City Engineer has recommended vacating the easement. The newly approved final plat will include drainage and utility easements as required by the City Code.

Mayor Knier opened the public hearing at 7:03 p.m. No one came forward. Mayor Knier closed the public hearing at 7:03 p.m.

Council Member Noding motioned to approve Resolution No. 2022-08 approving the Final Plat and Development Contract for Big Lake Business Park, subject to the findings and conditions identified therein. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

Council Member Noding motioned to approve Resolution No. 2022-09 approving an Easement Vacation, subject to the findings and conditions identified therein. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

**7E. Premier Marine Conditional Use Permit for Rooftop Maintenance Equipment**

Lucinda Spanier reviewed the planners report for the Premier Marine Conditional Use Permit (CUP) application on Lot 2, Block 1, Big Lake Business Park to paint the rooftop mechanical equipment to be compatible with the building rather than screened as required by Section 1060.07 of the Big Lake Zoning Code. Spanier reviewed proposed building design standards and the mechanical equipment. Spanier noted that the application indicates that they will paint the rooftop equipment to match the building, but they have not provided any details. The ordinance is clear that the

equipment must be painted to match the building if screening is not provided, and the City does not have discretion to waive that requirement.

Council Member Seefeld motioned to approve Resolution No. 2022-10 approving a Conditional Use Permit for Premier Marine at 18040 US Highway 10 (PID #65-020-1300), subject to the conditions identified therein. Seconded by Council Member Hanson, unanimous ayes, motion carried.

#### **7F. 2022 Official City Appointments**

Clay Wilfahrt reviewed City and Council Committee appointments for 2022 as recommended by Mayor Knier. With no changes to City Officials since the last appointments were designated in April 2021, Mayor Knier is not recommending any changes to previous appointments. Wilfahrt also reviewed the two new committees since last year. Mayor Knier recommended to appoint Noding and Seefeld with Hanson as an alternate to the Committee Interview Panel, and to appoint Halverson and Seefeld to the Code Revision Taskforce.

Council Member Noding motioned to approve Resolution No. 2022-11 adopting the 2022 Official City Appointments. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

#### **7G. Donations – Big Lake Freedom Rock Project**

Deb Wegeleben reviewed 2021 cash donations totaling \$30,981 and in-kind donations received towards the Big Lake Freedom Rock project.

Council Member Halverson motioned to approve Resolution No. 2022-12 accepting donations towards the Big Lake Freedom Rock totaling \$30,981, submitted from January 1, 2021 through December 31, 2021. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

Mayor Knier thanked Linda and Karen for the great job they did on the project, and to all who participated and donated. Knier noted that the Big Lake Freedom Rock project was completely paid for without taxpayer funds.

#### **7H. Donation – Big Lake Farmers Market Program**

Deb Wegeleben reviewed a \$2,000 cash donation received from the Becker/Big Lake Knights of Columbus towards the Big Lake Farmers Market program.

Council Member Noding motioned to approve Resolution No. 2022-13 accepting a \$2,000 cash donation towards the Big Lake Farmers Market from the Becker/Big Lake Knights of Columbus Organization. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

## **7I. Department Reports**

Engineering Department – Layne Otteson provided an update on engineering projects underway in the City. Otteson reviewed the status of the ST2021-1 street project noting that the project is substantially complete, and will be completed in the spring of 2022. Otteson provided an update on the ST2022-1 street project noting that the bid opening will be held in February 2022, and discussed the upcoming CR 43 project. Otteson also provided updates on current projects underway noting that Staff has been working on the Premier Marine permit process, and discussed various permits issued including underground utilities, fences, right of way, water/sewer digs, and utility permits.

Student Liaison – Ella Dotzler provided an update on Big Lake Schools. Dotzler reviewed discussions at the Big Lake School Board and recapped enrollment numbers which increased by 13 students as of December 1, 2021. Dotzler also discussed the Big Lake Hornet Hospitality program and the recent restructure of the Big Lake Student Council.

Mayor Knier discussed the Giving Tree program. Dotzler explained that donations from this drive went into the Hospitality Room.

Water/Wastewater Department - Dan Childs provided an update on the Water/Wastewater Department. The utilities department provided 24,759,600 gallons of safe drinking water in November and another 26,206,000 gallons in December, and we treated 20,405,000 gallons of wastewater in November and 21,233,000 gallons in December. Childs also reviewed inspection of the City's water towers after high wind events. In the past, the Public Works Staff have had to climb the towers to ensure all hatches are closed and secure. By working with the Big Lake Police Department, we will be able to save approximately 4-hours of work and stay much safer by checking these hatches utilizing the Department's drone.

Council Member Halverson asked if all the leaks have been fixed. Childs responded that all known leaks have been fixed, and the calculation comparisons are showing a saving of approximately 450,000 gallons per day.

## **8. ADMINISTRATOR'S REPORT**

Clay Wilfahrt discussed the upcoming all-staff meeting coming up where City staff will go over the adopted goals and strategic plan. Wilfahrt also reminded Council and the public of the Annual Joint City/County/School/Township meeting scheduled on January 20, 2022.

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

Mayor Knier reviewed the December BLEDA meeting, and discussed the January Fire Board Meeting.

Council Member Halverson discussed that as we move forward with the Police Department, he recommended that an audit be done on equipment/assets in the Department. This would allow the new Chief to start out with a clean slate.

Council Member Hanson discussed Big Lake Community Lake Association Meetings held in December and January, and reviewed the December Big Lake Beyond the Yellow Ribbon Meeting. Hanson thanked the Chamber of Commerce for hosting the holiday trees in Browns Park and thanked them for donating a tree to the BLBYR.

Council Member Noding reviewed BLEDA meetings from December and January, and discussed the January Fire Board Meeting.

Council Member Seefeld discussed the January Planning Commission Meeting.

**10. OTHER** – No other.

**11. ADJOURN**

Council Member Noding motioned to adjourn at 7:36 p.m. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

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

Date Approved By Council 01/26/2022