

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MAY 24, 2023**

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 Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, City Engineer Layne Otteson, Community Development Director Therese Haffner, City Planner Lucinda Spanier, Police Chief John Kaczmarek, Liquor Store Manager Greg Zurbey, Streets/Parks/Fleet Superintendent Norm Michels, Water/Wastewater Superintendent Dan Childs, Recreation and Communication Coordinator Corrie Scott, and Big Lake Student Liaison Allie Cross.

4. OPEN FORUM

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

Orrin Gunnell, 19285 Eagle Lake Road South – noted he has been working with the City Engineer on a grading issue in his backyard located in the LGI Development. Gunnell discussed his backyard has had flooding issues due to improper grading at the site, noting he would like the City to use the escrow payment from LGI Homes to verify there is an issue and to correct it. Gunnell indicated he does have a meeting with LGI Homes and the City Engineer next week, so he hopes to have some resolution to the grading problem.

Mayor Knier closed the Open Forum at 6:03 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Hanson motioned to approve the Consent agenda with the removal of item no. 6E for separate consideration. Seconded by Council Member Seefeld, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Council Workshop Minutes of May 10, 2023, 6C. Approve Regular Council Meeting Minutes of May 10, 2023, 6D. Approve Ordinance No. 2023-05 Rezoning 310 Lake Street South, Resolution No. 2023-32 approving the IUP Application, and approve Summary Publication Resolution No. 2023-33, ~~6E. Approve Big Lake Car Condos Third Addition Final Plat Resolution, Development Contract and Stormwater Maintenance Agreement~~, 6F. Approve Resolution 2023-34 approving a Lawful Gambling License to The Wave for Charitable Gambling Operations at Lupulin Brewing located at 570 Humboldt Drive, Suite 107, 6G. Approve City Code Codification Services Contract with LMC/American Legal Publishing, 6H. Approve Resolution No. 2023-35 Decertifying Tax Increment Financing Redevelopment District No. 1-7, 6I. Approve Spidexx Pest Control Agreement, and 6J. Approve Sherburne County Joint Powers Agreement for the County Road 43 Project.

6E. Approve Big Lake Car Condos Third Addition Final Plat, Development Contract, and Stormwater Maintenance Agreement

Therese Haffner reviewed the planner's report for the Big Lake Car Condos phase 3 project submitted by Richard Hinrichs for the property located south of 198th Avenue NW and east of 168th Street NW in the Big Lake Marketplace development. The Applicant has submitted a development application for a Final Plat and Final PUD to add a third phase to the Car Condo Development. Haffner reviewed the final plat would create 11 lots and one outlot, and is consistent with the approved Preliminary Plat. Haffner also reviewed that with PUD's, there is supposed to be a public benefit so what was recommended by staff and ultimately the Planning Commission, was to add a sidewalk in the project. The Planning Commission recommended the sidewalk be located on the south side of 198th Avenue which was presented to Council at time of Preliminary Plat.

Council Member Halverson motioned to approve Resolution No. 2023-36 approving a Final Plat and Final PUD for Big Lake Car Condos Third Addition, subject to the conditions identified therein with the revised Exhibit A (Final Plat received April 13, 2023). Seconded by Council Member Noding, unanimous ayes, motion carried.

Council Member Halverson motioned to approve the Big Lake Car Condos Phase 3 Development Contract contingent upon review and approval from the City Attorney. Seconded by Council Member Noding, unanimous ayes, motion carried.

Council Member Halverson motioned to approve the Big Lake Car Condos Phase 3 Stormwater Maintenance Agreement contingent upon review and approval from the City Engineer. Seconded by Council Member Noding, unanimous ayes, motion carried.

7. BUSINESS

7A. RECOGNITION – 2023 Outstanding Citizen of the Year Award Recipient Nick Paine

Mayor Knier presented Big Lake resident Nick Paine with the 2023 Outstanding Citizen of the Year Award recognizing Paine for his volunteerism and commitment to the City. Knier noted that the Outstanding Citizen of the Year program was established as a way to recognize and encourage volunteerism in our community. The City created this program to thank local volunteers and to bring to light the vast amount of time and resources that are given each year to the community. Knier reviewed that Paine has been an active, long-time member with the Big Lake Spud Fest Organization, serving 14 years on the Spud Fest Board with 12 of those years as Vice-President. Paine has also served 12 years on the Sherburne County Fair Board with the last 3 years as Vice-President. Other volunteerism Paine has been involved with include, Little Hole on Big Lake Fishing Tournament, United We Shiver, the Women of Today Spooktakular Trail, the Veterans Memorial, and the Freedom Rock Dedication Event preparations. Paine thanked the City for the recognition.

7B. PUBLIC HEARING – Vacation of Drainage & Utility Easement for Lot 1, Block 1, Lake Shopping Center 3rd Addition

Therese Haffner reviewed the request from Blackbird Laundry Company LLC for the City to vacate 12 feet of a 30-foot wide drainage and utility easement on the northerly boundary of Lot 1, Block 1, Lake Shopping Center Third Addition. Haffner discussed the property is currently owned by the Big Lake Economic Development Authority (BLEDA), which is located on the southeast corner of Fern Street and Martin Avenue. Blackbird Laundry Company LLC and BLEDA have a Contract for Private Development on the property. The Applicant is requesting the vacation of a portion of the easement to allow for the construction of a building over the 12-foot area restriction. The City Engineer has reviewed the site and found no interference with utilities in the 12-foot easement portion.

Mayor Knier opened the Public Hearing at 6:14 p.m. No one came forward. Mayor Knier closed the Public Hearing at 6:14 p.m.

Council Member Noding motioned to approve Resolution No. 2023-37 vacating the drainage and utility easement on Lot 1, Block 1, Lake Shopping Center Third Addition. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

7C. Proclamation – National Public Works Week May 21-27, 2023

Hanna Klimmek discussed the 63rd annual National Public Works Week sponsored by the American Public Works Association. Our Public Works professionals focus on infrastructure, facilities, and services that are of vital importance to the City. Their work supports public health, quality of life, and the well-being of the community.

Mayor Knier read a Proclamation proclaiming the week of May 21 through May 27, 2023 as National Public Works Week. Council thanked the Public Works staff for their dedicated service.

Council Member Hanson motioned to approve a Proclamation proclaiming the week of May 21 through May 27, 2023 as National Public Works Week. Seconded by Council Member Halverson, unanimous ayes, motion carried.

7D. Donations – City Event Contributions

Corrie Scott reviewed the donations made to 2023 City events including the Big Lake Farmers Market, Music in the Park, and Movie in the Park events.

Council Member Hanson discussed concerns brought up in the past about the car show location at Music in the Park and the need to restrict cars from driving on the Freedom Rock pavers. Scott reviewed plans to address this issue, noting cones will be put up around the pavers to protect them from vehicles driving in the grass area near this site.

Council Member Halverson asked if future Movie in the Park events will be drive-in style, or will they go back to the original movie in the park style. Scott discussed the drive-in movie style is easier to do, and vehicles provide shelter from the colder evenings in May and September. If Council wants to do an outside movie showing, we should look at shifting one of the dates to be mid-summer.

Mayor Knier asked if we have had an increased number of vendors for the Farmers Market events. Scott discussed the increased number of vendors, and the vision for additional amenities at the event, noting that every market is different. We wouldn't want to totally emulate another market, but noted she does chat regularly with other market coordinators.

Council Member Noding asked if the City can publish a list of vendors that will be at the Farmers Market. Scott responded the City has an e-newsletter that gets distributed through notices on the City Website.

Council Member Seefeld motioned to approve Resolution No. 2023-38 accepting cash donations and in-kind contributions towards the Big Lake Farmers Market, Music in the Park, and Movie in the Park. Seconded by Council Member Halverson, unanimous ayes, motion carried.

7E. Department Reports

Streets/Parks/Fleet Department – Norm Michels provided an update on the Streets/Parks/Fleet Department. Michels provided a wrap up of the snow season which lasted well into April, wind damage, and spring flooding concerns. Michels also discussed spring prep work including work on the Community Garden area, crack sealing, street sweeping, the new flag display at Lakeside Park, park cleaning and irrigation, mowing and locating of City utility lines.

Council Member Halverson thanked Public Works and Engineering for setting up the dates to do street tours for Council to see the condition of City streets.

Student Liaison Allie Cross provided an update on Big Lake Schools. Cross provided an update on enrollment statistics, activities of the Student Council, and reviewed various school events including Middle School History Day and the Be Real Video Campaign.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek informed Council city offices will be closed in observance of Memorial Day. Klimmek also reviewed the Chamber of Commerce will be hosting its annual May legislative meeting on Tuesday, May 30th at Style Catering. State Senator Andrew Mathews and Representative Shane Mekeland will update Chamber Members on Session activities at the State Legislature. Klimmek noted staff members have also registered for the 2023 Legislative Recap webinar that is hosted by the League of MN Cities and is scheduled for June 1st. This webinar should provide a better understanding of the key outcomes from the Session and how they impact the City of Big Lake.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Council Member Noding: reviewed the May 20th Recycle Day event.

Council Member Seefeld: provided information on the Veterans Memorial Park planting project, upcoming Memorial Day events, and reviewed the May 17 and May 23 Planning Commission Meetings.

10. **OTHER** – No other.

11. **ADJOURN**

Council Member Halverson motioned to adjourn at 6:39 p.m. Seconded by Council Member Noding, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved by Council 06.14.23