

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
JULY 13, 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: Interim City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, 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 Liaisons Ella Dotzler and Allie Cross.

4. OPEN FORUM

Mayor Knier opened the Open Forum at 6:01 p.m. No one came forward. Mayor Knier closed the Open Forum at 6:02 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Noding motioned to approve the Consent Agenda as presented. Seconded by Council Member Hanson, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Regular Council Meeting Minutes of June 22, 2022, 6C. Approve 2022 Farmers Market Administrative Grant Agreement with Hunger Solutions, 6D. Approve Resolution

No. 2022-55 Appointing Election Judges for the 2022 Primary and General Elections, 6E. Approve Resolution No. 2022-56 approving a Therapeutic Massage License for Xiaoyan Wu to operate at Big Lake Massage Located at 635 Rose Drive, Suite 2, 6F. Approve Resolution No. 2022-57 Conveying the Big Lake Fire Station Property to the City and Township of Big Lake, 6G. Accept Resignation from Police Officer Kyle Rossberg, and 6H. Approve Appointment of 2022/2023 School Liaison Allie Cross.

7. BUSINESS

7A. Ordinance Rezoning Outlot C, Big Lake Marketplace Second Addition

Lucinda Spanier reviewed the development application submitted by the Becker/Big Lake Ice Association for rezoning of a vacant 5.2-acre outlot to the Innovation Industrial District (I-4). The parcel is located south and west of Highway 10, north of Big Lake Marketplace Ninth Addition and east of 166th Street NW. Spanier noted that the outlot will require platting into a lot prior to construction occurring at the site. The property is currently zoned B-3, General Business, and sports arenas and stadiums are allowed as a conditional use in the I-4 zoning district. Spanier also noted that the Planning Commission reviewed the request at a public hearing on June 15, 2022 and no public comment was provided. The Planning Commission voted unanimously to recommend approval of the rezoning.

Council Member Noding motioned to approve Ordinance No. 2022-09 amending Chapter 10 (Zoning Code) of the Big Lake City Code to amend the Zoning Map for Outlot C, Big Lake Marketplace Second Addition. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Council Member Halverson motioned to approve Resolution No. 2022-58 approving summary publication of the Ordinance amending Chapter 10 (Zoning Code) of the Big Lake Municipal Code to rezone the property to I-4. Seconded by Council Member Noding, unanimous ayes, motion carried.

Al Gesell, President of the Becker/Big Lake Ice Association provided an update on their project. Gesell noted that the Association has hired a firm to conduct a capital campaign and feasibility on pledges/naming rights. Bids would be sent out to local businesses for bidding on construction plans. Gesell also discussed that surrounding areas are reaching out about renting ice time. The Association's hope is to have a rink someday, and they would like to break ground the sooner the better, possibly within two-years. He urged citizens to go to their website to get more information on the capital campaign. Council Member Noding discussed that she is very pleased to see all the movement forward and wished them the best of luck in pulling the project together.

7B. Employment Agreement with Hanna Klimmek for the City Administrator Position

Deb Wegeleben reviewed the Employment Agreement with Hanna Klimmek for the City Administrator Position.

Council Member Noding motioned to approve an Employment Agreement between the City of Big Lake and Hanna Klimmek for appointment to the City Administrator position effective July 17, 2022. Seconded by Council Member Halverson, unanimous ayes, motion carried.

Council Member Seefeld motioned to direct Staff to immediately advertise to fill the vacant Community Development Director position. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Hanna Klimmek thanked Council for the support.

7C. 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 it is substantially complete. Otteson provided an update on the ST2022-1 street project noting that the contractor commenced work on the project in May. Otteson also provided an update on the County Road 81 project, Premier Marine, Marketplace Ninth street installation, MnDOT meetings scheduled, AIS lake treatments scheduled for mid-August, and noted that the lake is 23 inches below the outlet overflow which is the lowest on record since October 2013. Otteson also introduced new Engineering Intern Carter Femrite.

Council Member Noding asked for an update on the turn lane widening project on CR 81 onto CR 73. Otteson indicated that this is a county project within the Township, which is expected to provide greater vehicle separation.

Council Member Halverson discussed the channel between the two points. Otteson reviewed that he has reached out to the MNDNR, but he hasn't heard back yet. We want to be able to go for a grant to repair the channel, and lagoon dredging was done in the past. Otteson noted that he will contact Hydrologist James Bledel for his input, and discussed that these types of improvements would need to be budgeted expenses. Otteson encouraged residents to submit their comments in writing.

Mayor Knier thanked Otteson for quickly responding to potential flooding issues, noting that it is nice to have attentive staff.

Student Liaison – Ella Dotzler provided an update on Big Lake Schools. Dotzler reviewed enrollment statistics, congratulated Grace John for being selected to serve as Student Representative for the 22/23 term, provided an update on the Student Council, reviewed graduation activities of the senior class, and noted that her last Council Meeting will be at the second meeting in July as she will be leaving for college in August. Dotzler introduced the newly appointed Student Liaison Allie Cross.

Mayor Knier discussed that this year’s Student Council was made up of only one gender, and asked if there are any males set to join the Council next year. Dotzler indicated that there are two to three male incoming Freshman.

8. ADMINISTRATOR’S REPORT

Interim City Administrator Hanna Klimmek thanked those who volunteered their valuable time during the last two days of interviews in the search for Big Lake’s next Chief of Police. We had support from city staff, public safety representatives from the area, and members of the community or those who represent it. Klimmek noted that in addition to facilitating interviews this week, staff will be meeting with department heads to discuss their preliminary 2023 budgets. August 2nd is the City’s annual Night to Unite event and Klimmek urged citizens to contact the Big Lake Police Department to let them know if a neighborhood party is planned and if the Police and/or Fire Department is requested to attend. Klimmek also discussed the City’s Dangerous Dog/Potentially Dangerous Dog Ordinance adopted in 2008, noting that we have recently had two incidents within the City that the dog owners are requesting an appeal process. We need an impartial third party that will conduct these appeals, and Keith Streff with the Animal Humane Society has indicated a willingness to fill this role for us. He does not charge anything and donates his time to law enforcement agencies for this type of work. Acting Chief Sam Olson plans to bring more information to the next Council meeting and Klimmek noted that there is no action needed by Council at this time.

Mayor Knier asked for more information on the Dangerous Dog Ordinance. Sam Olson reviewed the dangerous dog program, noting that dog bites have increased. The owner of the dog does have the ability to appeal the process. Council Member Halverson asked if it matters if the dog is on their own property or not, or if the dog is unprovoked. Olson responded that if the bite is more severe or unprovoked, that is when a dog could potentially get deemed as dangerous/potentially dangerous. If an appeal is requested, the dog owner will have an appeal process fee of \$200. If the dog is deemed not dangerous, the fee is returned.

Klimmek thanked Council and staff for their support, and expressed that she is excited to serve the City in this new capacity.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: Reviewed the Fire Board Meeting.

Council Member Halverson: Council Member Halverson asked Norm Michels to provide an update on the Powell Street Park install. Michels discussed that the concrete has been delayed to allow the wear course on the new street asphalt to set. We are expecting the final work to be done in approximately three to four weeks.

Council Member Noding: Discussed the recent Fire Board Meeting.

Council Member Seefeld: Reviewed the June CMRP Meeting. Hanna Klimmek reviewed the need to focus on high priorities of the group which includes a bridge crossing.

10. OTHER – No other.

11. ADJOURN

Council Member Noding motioned to adjourn at 6:43 p.m. Seconded by Council Member Halverson, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 07.27.22