

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 9, 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, Police Chief John Kaczmarek, Liquor Store Manager Greg Zurbey, Streets/Parks/Fleet Superintendent Norm Michels, Water/Wastewater Superintendent Dan Childs, and Big Lake Student Liaison Allie Cross.

4. OPEN FORUM

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

Gloria VandeBrake, 271 Shoreview Estates and from the Big Lake Chamber of Commerce - provided information on the upcoming August 19 Block Party at McPete's from 10:00 a.m. to 1:30 p.m.

No one else came forward. Mayor Knier closed the Open Forum at 6:04 p.m.

5. PROPOSED AGENDA

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

6. CONSENT AGENDA

Council Member Seefeld motioned to approve the Consent agenda as presented. Seconded by Council Member Halverson, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Council Workshop Minutes of July 26, 2023, 6C. Approve Regular Council Meeting Minutes of July 26, 2023, 6D. Approve Appointment of Scott Daniels to the Full-time Fleet Maintenance Position and Authorize Advertising to Fill Vacant Public Works Position, 6E. Approve Final Pay Application for Contract A of Well No. 1 Improvement Project, 6F. Approve the Goldenrod Glen/Station Street Acres East Second Addition Final Plat Extension Request II, and 6G. Approve Liquor Violation Civil Penalty Resolution No. 2023-55.

7. BUSINESS

7A. Review Draft Wastewater Treatment Plant Facility Plan

Dan Childs introduced Jessica Hedin and Erik Miller from SEH, Inc., who provided a presentation on the draft Wastewater Treatment Plant (WWTF) Facilities Plan. The Facilities Plan was prepared to evaluate alternatives for improvements at the WWTF to add capacity and address aging infrastructure. Hedin and Miller reviewed cost estimates for each alternative as well as the estimated sewer rate impact. Hedin noted an approved Facilities Plan is required for funding programs administered by the Public Facilities Authority (PFA). Hedin also reviewed funding opportunities which include a request for placement on the Intended Use Plan (IUP) that was submitted in June 2023, an application for a 2024 bonding bill submitted in June 2023, and an application for a Point Source Implementation Grant (PSIG) submitted in July 2023. Future funding opportunities include the Green Project Reserve (GPR) grant that would be due at the end of design, and Congressionally-directed spending (earmarks) in the next round. Hedin identified a public hearing has been scheduled for the September 13, 2023 Council Meeting where Council will be asked to approve a resolution approving the Facility Plan. After Council approval, SEH, Inc. will finalize the report and submit to the Minnesota Pollution Control Agency (MPCA) for review and approval. The subtotal for project costs is \$39,961,000 which is built on 2023 as-built estimates and don't reflect inflation, noting prices are locked in when the project is bid in 2025.

Council Members and Hedin discussed funding opportunities and the timeline for the project. Mayor Knier discussed tertiary treatments, asking if costs will go higher if we are required to do tertiary treatments. Miller responded the costs potentially could go higher, depending on what the change needs to be. For the Antidegradation, they did a cost analysis that is even a step above facility planning so if the approach ends up changing, we will have to go back and re-evaluate the recommended alternatives and it could shake up how things interact. Antidegradation if approved, would remove the tertiary treatment requirement. Hedin reviewed they are still in back and force discussions with the MPCA, but noted the Mississippi River is considered an outstanding resource water so they hold it to a higher standard.

Mayor Knier asked if we can we scale back the project once we know what funding we can get. Hedin responded the grant awards are based on the projected project costs at time of the funding request, so we would not be able to scale the project back.

Hedin reviewed the timeline of the project, which shows final completion in 2027, and noted the schedule is subject to change. Hedin reviewed the estimated user rate impact on a typical residential sewer bill, noting a more detailed rate analysis will be conducted. Once the loan is paid off, the rates could come down, identifying the Clean Water Revolving Loan fund is typically a 20-year loan. Hedin reviewed the funding process including the Project Priority List, the Facilities Plan, the IUP, and other funding.

Council Member Halverson asked if there will be oversight throughout the project, stating that some past projects maybe didn't have the best oversight. Halverson clarified the need for oversight on the consultants so we don't get a Cadillac type of plant, and that we are making sure we are getting what we need, not just what the consultants think we need. Hedin responded that the PCA oversees the design process, but would only comment if the plan is not designed within the standards. Dan Childs indicated he has been reviewing all the work being completed by SEH, Inc., and Miller and Heding confirmed Childs will be involved throughout the process. Hedin discussed the next step will be a public hearing, and they hopefully will work things out with the PCA beforehand.

7B. Department Reports

Fire Department – Fire Chief Seth Hansen provided statistical information on calls for service for the months of June and July, and reviewed department training that included water pumping operations and aerial truck operations. Hansen also discussed the department's participation in the 2023 Spud Fest and Night to Unite events, provided an update on Engine 22, recognized retiring fire fighter Jeff Johns for his years of service to the community, and provided information on the excessive heat we have been experiencing this summer.

Police Department – Police Chief John Kaczmarek offered condolences to fallen Fargo Police Officer Jake Wallin, recognized injured Officers Andrew Dotas and Tyler Hawes, and Zach Robinson, the officer involved in the shooting of the suspect. Kaczmarek updated Council on recent and upcoming activities of the department and provided police statistics, calls for service and significant arrests for the months of June and July. Kaczmarek recognized Ofc. Nic Prigge for 8-years of service, Sgt. Sam Norlin for 12-years of service and Police Specialist Nicole Pearson for 3-years of service, reviewed the CenterPoint Energy Community Grant presented to the City, and the recent recognition of officers, SCSO deputies/dispatch, CentraCare EMT's, and citizens who came to the aid of a youth having a medical emergency. Kaczmarek provided an update on the August 1st Night to Unite events, noting members from the police department attended six block parties,

Kaczmarek reviewed recent events the department participated in including Spud Fest, the Special Olympics Torch Run, Ofc. Kern's Oath of Office, the Big Lake Farmers Market, the All-Night Graduation Party and the ATV Run.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek discussed upcoming scheduled budget workshop on August 10th and 24th and informed Council staff will begin meeting with all on-sale liquor license holders next week to ensure compliance with local and state codes regarding their licensed premises as well as expanded licensed premises, noting license holders have until December 31st to amend their license without an application fee attached to it. Klimmek also recognized Finance Director, Deb Wegeleben, for her 10 years of service with the city, expressing the city is very lucky to have Deb and her expertise in municipal finance.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: reviewed the recent Finance Committee Meeting and the Fire Board Finance Committee Meeting.

Council Member Halverson: discussed the recent Finance Committee Meeting and Graniteman event, and encouraged members of the public to volunteer at community events. Halverson also discussed recent Liquor Store parking lot discussions on social media, noting residents aren't being ignored, and identified staff is working on the parking lot issues. Halverson also suggested that instead of going on Facebook, citizens should contact the City Administrator with complaints.

Council Member Hanson: reviewed the BLCLA Meeting.

Council Member Seefeld: discussed the August Planning Commission Meeting.

10. OTHER

Mayor Knier thanked Senator Mathews and Representative Meckland, who are working hard for the City on possible financing for the Wastewater Treatment Plant Improvement Project. Knier also commented that the entire City of Big Lake offers support for the Fargo Police Department during this difficult time.

11. ADJOURN

Council Member Halverson motioned to adjourn at 7:07 p.m. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved by Council 08.23.23