

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 22, 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, Deputy City Clerk Janette Rust, 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, Big Lake Student Liaison Allie Cross, and Leah Koch from Campbell Knutson, P.A.

4. OPEN FORUM

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

No one came forward to speak.

Mayor Knier closed the Open Forum at 6:01 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 Hanson 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 March 8, 2023, 6C. Approve Regular Council Meeting Minutes of March 8, 2023, 6D. Approve Compost Site SCORE Grant Agreement with Sherburne County, 6E. Approve Opioid Settlement Resolution No. 2023-21, and 6F. Authorize Sale of Police Vehicle Dodge Charger at Auction.

Discussion was held on how the Opioid Settlement may be spent.

7. BUSINESS

7A. Appeal Hearing - Therapeutic Massage License Denial (Xiaoyan Wu [Big Lake Massage])

Leah Koch reviewed staff's recommendation for denial of a Therapeutic Massage License application to Xiaoyan Wu to practice massage services at Big Lake Massage located at 635 Rose Drive, Suite No. 2, Big Lake. Koch noted that Wu has officially appealed the denial and is present at the meeting to be heard on the matter per Big Lake City Code Section 395.05. Koch identified findings for the denial of the license and invited Wu to speak to her side of the case.

The interpreter for Xiaoyan Wu was unable to attend the meeting and it was agreed between Wu, Koch, and Council that the item be tabled until an interpreter could be provided for Wu.

Council Member Halverson motioned to table Item 7A. Appeal Hearing for a Therapeutic Massage License Denial for Xiaoyan Wu indefinitely. Seconded by Council Member Noding, unanimous ayes, motion carried.

7B. Public Hearing – Aeon Big Lake Station, LLC Petition to Vacate Drainage Easement

Lucinda Spanier reviewed the petition submitted by Aeon Big Lake Station, LLC to vacate a drainage easement on their property located at Outlot A, Station Street Acres East. Spanier reviewed that the City originally obtained the easement for purposes of stormwater management, specifically to manage runoff from Station Street, which is located contiguously west of the site. Given the proposed Station Street Acres East Second Addition dedicates a new easement for this purpose, the City Engineer does not object to the petition. The proposed Station Street Acres East Second Addition final plat is provided in Attachment C. Spanier explained that the vacation process is regulated by state statute, and requires a public hearing to be held by the City Council to provide a chance for all persons affected by the proposed vacation to speak and be heard on the matter.

Discussion was held on the requirements of the subject easement.

Mayor Knier opened the public hearing at 6:12 p.m. No one came forward. Mayor Knier closed the public hearing at 6:12 p.m.

No action was taken by Council.

7C. Goldenrod Glen Development Application – Big Lake Station Street East Final Plat, Final Stage PUD, and Easement Vacation

Lucinda Spanier reviewed the planner's report for the Goldenrod Glen development application submitted by Aeon Big Lake Station, LLC. The site is located south of the NorthStar Station and east of Station Street NW. It is zoned Transit Oriented Development (TOD) district and within the "Station Zone" of the TOD district being within a quarter of a mile from the NorthStar Station. On October 5, 2022, the City Council adopted Resolution 2022-82, approving the preliminary plat for Station Street Acres East Second Addition and development stage PUD for Big Lake Station Senior. Since the time of those approvals, the project name has changed to Goldenrod Glen to eliminate any confusion with adjacent multi-family developments. The applicant and property owner have submitted applications to 1) a petition to vacate drainage easement on Outlot A, Station Street Acres East, 2) the Station Street Acres East Second Addition final plat, 3) a final plan PUD for Goldenrod Glen, and 4) a rezone of Lot 1, Block 1, Station Street Acres East Second Addition to PUD overlay. Spanier reviewed that the applicant is proposing to plat Outlot A, Station Street Acres East into Lot 1, Block 1 and Outlot A, Station Street Acres East Second Addition. Lot 1 is 2.63 acres with perimeter drainage and utility easements and a drainage easement over the stormwater basin. Lot 1 features a 74-unit multifamily residential development with surface and covered parking, stormwater ponding, and outdoor amenities. Outlot A is 3.51 acres. Spanier discussed that Planned Unit Developments are zoning overlay districts and as such establishment of a PUD requires rezoning. The parcel will remain zoned Transit Oriented Development (TOD), but will feature a PUD overlay allowing the following deviations from the City's development regulations (as approved by Resolution 2022-82): 1) The front and side yard setbacks are allowed to be increased to 22 feet and 106 feet, 2) Brick veneer is permitted to comprise between ten (10) and sixteen (16) percent of the building façade, 3) The building entrance is allowed to be located in the interior of the site, 4) Articulation of the ground level of the building is not required, and 5) Reduction in lot coverage is permitted; fifty-three (53) percent lot coverage is allowed. Spanier also reviewed development fees that will be required as part of the Development Agreement and Building Permit issuance.

Council Member Hanson motioned to approve Resolution No. 2023-23 vacating a Drainage Easement on Outlot A, Station Street Acres East. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

Council Member Hanson motioned to approve Resolution No. 2023-24 approving the Station Street Acres East Second Addition final plat and Goldenrod Glen final plan PUD, approve the development contract subject to City Attorney review, and approve the stormwater maintenance agreement subject to City Engineer review. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

Council Member Hanson motioned to approve Ordinance No. 2023-03 approving rezoning of Lot 1, Block 1, Station Street Acres East Second Addition to Planned Unit Development, and approve Resolution No. 2023-25 authorizing Summary Publication of the rezoning ordinance. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

7D. Big Lake Public Library Annual Report

Great River Regional Library Services Coordinator, Margot Barry, presented an annual report on services provided by the Big Lake Public Library. Barry reviewed the established library hours at the Big Lake branch which were expanded by 3 additional open hours compared to 2021. Barry also provided a system-wide overview, noting that in 2022 they had 2,317 total borrowers; 80 new borrowers; had 9,290 checkout sessions; had 55,981 items checked out; had 546 Summer Reading participants; and had 58 Winter Reading participants. Barry also reviewed their Locally Grown fundraiser that raised \$155 towards the Raptor Center at the University of MN, and discussed the special programming the library offered in 2022.

Discussion was held on monetary goals and partnering with the Wave Youth Center. Council thanked Barry for her report.

7E Department Reports

Streets/Parks/Fleet Department – Norm Michels provided an update on the Streets/Parks/Fleet Department. Michels discussed the MNDOT mandatory inspection program; winter/spring maintenance the department has provided this season including: street plowing, clearing of sidewalks, driveway plowing, clearing of storm drains, pot hole filling and tree trimming. Michels also reviewed signage for road restrictions, and the fleet department's efforts in servicing and repairing police and fire vehicles.

Water/Wastewater Department - Dan Childs provided an update on the Water/Wastewater Department for the months of January and February. They replaced two failing pumps and repaired a valve in the UV channel at the wastewater plant, and repaired a baffle at the water plant. Childs noted that the City hosted Water and Wastewater Schools in February that were well attended; reviewed the price increase of chemicals used in the treatment of wastewater; and noted that Potassium Permanganate costs will continue to increase due to limited suppliers.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek discussed the Chamber Community Fair that was held on Saturday, March 18. There were 1274 people who attended the event, making it a success. Klimmek also discussed that Mayor Knier and a few members of Staff will be speaking about current activities and summer programming during the Chamber membership meeting on Tuesday. Klimmek explained Staff's plan to bring forward the Expansion of Liquor Premises discussion during the next workshop meeting on April 12 as well as a draft lease agreement for Floaters Recreational Rentals.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: reviewed the March BLEDA Meeting.

Council Member Halverson: discussed the March Code Revision Taskforce Meeting.

Council Member Hanson: reviewed the BLBYR and BLCLA Meetings held recently.

Council Member Noding: reviewed the March BLEDA Meeting.

Council Member Seefeld: discussed the March Code Revision Taskforce Meeting.

10. OTHER – No other.

11. ADJOURN

Council Member Halverson motioned to adjourn at 6:49 p.m. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Janette Rust
Deputy Clerk

Date Approved by Council 04.12.23