

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 24, 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 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, Big Lake Student Liaison Allie Cross, and consultant City Planner Kendra Lindahl from Landform.

4. OPEN FORUM

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

Donald Vierimaa, 149 Hill Street – Discussed that alcohol, cocaine, and fentanyl result in more serious police calls than THC, noting that alcohol is implicated in most police calls and there is no organization that advocates for alcohol and drug addicts as there is for cancer victims. The John Hopkins Center for Psychedelic and Consciousness is the first organization to obtain regulation approval in the US to resume research in psychedelics, noting that preliminary studies have indicated that psychedelics may lead to treatments for alcohol abuse using psilocybin (magic mushrooms), LSD, or DMT. Vierimaa discussed that while the City Council is determining whether or how to regulate THC, there may be other drugs such as psychedelics that may be offered for sale in the future, and suggested that perhaps THC and future mind-altering drugs should be regulated and sold through the Big Lake Liquor store which would allow control over the sale of mind-altering drugs while providing money for city alcohol and drug addiction programs. Vierimaa stated that it appears that THC presents significantly less of a problem in police calls than alcohol and may not even need to be regulated, noting that regulation has not prevented minors from obtaining alcohol and other illicit drugs.

Mayor Knier closed the Open Forum at 6:04 p.m.

5. PROPOSED AGENDA

Council Member Halverson motioned to adopt the proposed Agenda as presented. Seconded by Council Member Seefeld, 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 Regular Council Meeting Minutes of August 10, 2022, 6C. Approve Special Budget Workshop Minutes of August 11, 2022, 6D. Approve a Lateral Transfer for Water/Wastewater Employee Scott Daniels to Streets/Parks Employee, 6E. Approve Change Order No. 3 for the 2021 Street and Utility Improvement Project No. ST2021-1, 6F. Accept Resignation of Part-time Liquor Clerk Melissa Vilmo and Rescind Employment Offer to Daniel Kollodge, and 6G. Approve Amendments to Personnel Policy.

7. BUSINESS

7A. Quit Claim Deed Conveying a Portion of City Owned Parcel No. 65-030-4200

Lucinda Spanier reviewed the Quit Claim Deed to convey a portion of City owned parcel no. 65-030-4200 to the adjacent property owner. Spanier reviewed that staff was alerted to a possible encroachment onto City-owned land located at 19143 Ormsbee Street, and the adjacent property owner had their property surveyed to verify the claim. The surveyor indicated they were unable to identify with certainty the boundaries of the property due to the existence of a set of conflicting monuments. Consultant City Engineer Jared Voge was asked to provide comments on the determination, who then had their surveyor look at the property. The property certificate shows two options for where the deed could be placed. The northern location is based on the county breakdown and the legal center of section. The southern location is based on the historical center of section monument. Voge indicated that given the new information, the location of the lot line would need to be determined by someone other than a surveyor. With the information provided and the fact that the lot line location is not certain, the surveyor did not feel comfortable with the monuments as they were set and has removed them. They will reset the corner monuments once a determination is made. Spanier explained that staff met with the adjacent property owner to discuss a solution and proposed a location half-way between the two monuments. The property owner has stated that it was their understanding since they acquired the property 30+ years ago, that the Historic Center of Section identified the accurate location and requested that it remain. Planning staff consulted with Public Works staff and they have indicated that they do not perceive

any issues with finalizing the lot lines requested by the adjacent property owner. Council is asked to consider a Quit Claim Deed drafted by the City Attorney, which upon adoption and filing, would settle the matter.

Council Member Hanson asked for clarification that when the new property line is established, if the fence will still be encroaching on the City's property. Spanier reviewed that the property owner has removed most of the fence, and has indicated that they do not intend to encroach on the City's remaining property.

Council Member Noding motioned to approve a Quit Claim Deed conveying a specific portion of City-owned land identified as Parcel No. 65-030-4200. Seconded by Council Member Hanson, unanimous ayes, motion carried.

7B. Parkwood Knolls Draft AUAR and Mitigation Plan

Kendra Lindahl reviewed the application the City received for environmental review of property located within the shoreland overlay district of Preusse Lake identified as parcel no.'s 65-121-2415, 65-121-2401, and 65-529-0060. Lindahl explained that the City is the Responsible Government Unit (RGU) for the Alternative Urban Areawide Review (AUAR) and the City's planning and engineering consultants will complete the assessment review, distribution and record of decision. The City Council approved the final AUAR order on May 11, 2022. Lindahl reviewed that the AUAR is not a method to approve or deny a project. The purpose of the environmental review process is to provide usable information to the project proposer, governmental decision-makers and the public concerning the primary environmental effects of a proposed project. As the RGU, the City of Big Lake issued a Final Order for an AUAR process on May 11 and notice was sent to the EQB Monitor following the decision. The draft AUAR and mitigation plan is the result of the final order and two scenarios were discussed. Scenario 1 is the maximum probable development level and it is consistent with the owner's plan for the area. This scenario includes 33 detached single-family units and 158 attached multi-family units totaling 191 units. This scenario would allocate 50% of the shoreland area to open space and extend Prairie Drive through the southern part of the site. Scenario 2 is consistent with the adopted City of Big Lake Land Use Map for the property and includes up to 66 detached single-family units. Scenario 2 would allocate limited shoreland area to open space and extend Prairie Drive through the southern part of the site. Lindahl reviewed that Scenario 2 was modified to be consistent with the City of Big Lake shoreland standards and the draft AUAR now includes 66 units where 96 units were originally shown. Lindahl reviewed the tentative schedule, noting that subject to approval of the draft AUAR and mitigation plan by the Council, the Parkwood Knolls Residential Development Draft AUAR and mitigation plan will be prepared and distributed for public comment. Comments on the Draft AUAR mitigation plan will be addressed in the Final AUAR, which is then adopted by the City, possibly at one of the November meetings.

Council Member Hanson motioned to approve the draft Alternative Urban Areawide Review (AUAR) and mitigation plan for distribution for the Parkwood Knolls Residential Development identified as parcel no.'s 65-121-2415, 65-121-2401 and 65-529-0060. Seconded by Council Member Noding. Mayor Knier asked for any further discussion.

Council Member Seefeld acknowledged that this is a step ahead in the process for approvals, but it is being done at the developer's request and cost. Seefeld expressed to the developer that he is really happy with this site being an R1 district and would like an R1 plan that conforms. Mayor Knier and Council Member Noding fully agreed with the statements made by Council Member Seefeld. Council Member Halverson expressed to the developer that before this comes back to Council, he advised that they should work with the Planning staff to come up with a plan that is legitimately viable. Halverson encouraged them to come up with a good process and come back with an R1 plan.

Mayor Knier returned to the motion on the table. Unanimous ayes, motion carried.

7C. Department Reports

Deb Wegeleben provided a year-to-date 2022 financial recap, reviewed debt obligations and CIP fund balances, and provided an update on the 2023 budget cycle planning.

Greg Zurbey provided an update on the Municipal Liquor Store operations and provided a year-to-date 2022 update compared to 2021. Zurbey noted that the store had 4 in-store tasting events, participated in a "folds of honor" display fundraiser where the store raised \$201 in cash. The Big Lake Fire Department also sold raffle tickets and there is a Molson/Coors fundraiser underway that will benefit our Fire Department. Zurbey also noted that the store's independent trucker for most of their wine and spirits closed with little notice. Zurbey also reviewed the Lake Shopping Mall Association parking lot renovation project.

Mayor Knier commented that online transactions were 59 for the year, and asked for staff to review what the benefits are for customers to order product from the liquor store through the online store. Zurbey reviewed that the online store was setup during the pandemic and offers curbside delivery. The online site that they use is minimal and needs to be monitored closely by an employee. The site doesn't track store inventory and only has regular priced items listed on it. It is being used as a convenience for customers who prefer to use the site.

Knier also discussed that it would be good to see financial calculations showing inflation. Zurbey discussed that price increases and inflation don't impact profits as much as it does by customers coming through the store with cash in their pocket. Zurbey provided information on net profit versus growth profit.

Hanna Klimmek provided an update on activities in the Community Development Department in June and July 2022. Klimmek reviewed housing, commercial and redevelopment projects, and provided a year-to-date 2021/2022 permit activity comparison. Klimmek also provided information on the status of hiring a new Community Development Director, noting that out of six applicants, three have been invited to interview, and if a successful candidate is found, a recommendation will be provided for City Council appointment to be considered on September 14.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek reviewed that earlier today, her and Mayor Knier had the pleasure of welcoming all of the new Big Lake Schools staff to City Hall. The new staff included 40 new teachers and 16 new support staff, who went on a scavenger hunt to learn more about the Big Lake Community. Klimmek also discussed the pre-signing of the closing documents for the sale of the Knick Knack Knoll property that is currently owned jointly by the City and the Township, noting that the closing and transfer of ownership will officially happen on August 31. Klimmek reminded Council that there is a special workshop scheduled at 4:00 p.m. on August 25 to discuss the 2023 General Fund Budget, and reviewed that staff is working with the City Attorney on a draft THC Ordinance to bring forward for a workshop discussion, noting that the timeline of this is currently unknown. Klimmek also provided information on the upcoming November 8th General Election. Three candidates have filed for the two City Council Member seats including Ken Halverson, Jack Merwin, and Kim Noding, and noted that the filing period has closed.

Council Member Halverson asked how we can better notify people on when the THC item will come back to Council. Klimmek responded that the item will be listed on an Agenda when it is coming back to Council.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: Thanked staff for doing such a great job and acknowledged Sandy and Julie at the front desk for their efforts with the increase in building permit activity.

Council Member Hanson: Provided an update on the recent Big Lake Beyond the Yellow Ribbon Meeting.

Council Member Seefeld: Discussed the August Big Lake Planning Commission Meeting.

10. OTHER – No other.

11. ADJOURN

Council Member Seefeld motioned to adjourn at 6:45 p.m. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved By Council 09/14/22