

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
OCTOBER 11, 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, Police Captain Sam Olson, Fire Chief Seth Hansen, 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. No one came forward. 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 Seefeld, 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 September 27, 2023, 6C. Approve Regular Council Meeting Minutes of September 27, 2023, 6D. Approve Resolution No. 2023-67 Calling

for an Assessment Public Hearing for 2023 Unpaid Charges, 6E. Accept Resignation from Police Officer Kiana Shafranski, 6F. Approve Permanent Utility Easement Agreement with the Big Lake School District for the Well No. 2 Project, 6G. Approve Public Improvement Agreement for a Curb Stop Repair at 18462 Traverse Lane, 6H. Approve Resolution No. 2023-68 Removing Properties from the 2022 Street and Utility Project No. ST2022-1 Final Assessment Roll, 6I. Approve Resolution No. 2023-69 approving ST2022-1 Driveway Agreements, 6J. Approve Resolution No. 2023-70 Calling for an Assessment Public Hearing for the 2022 Street and Utility Improvement Project No. ST2022-1, and 6K. Approve Charitable Gambling Permit Resolution No. 2023-71 to Climb Theatre to operate at the Third Rail Bar and Grill located at 47 Lake Street South.

7. BUSINESS

7A. Swearing-in and Presentation of New Big Lake Firefighters

Seth Hansen introduced new firefighters to the Big Lake Fire Department. Firefighters Eric Boe, Steve Christenson, Ryan Lien, and Trevor Roediger were sworn-in at the September 27, 2023 Big Lake Township Meeting, and Mayor Knier conducted a swearing-in ceremony for Firefighter Nic Dornbusch. Hansen also commented new firefighter Christenson is the fourth family member to serve as a firefighter in Big Lake.

7B. Receive Bids and Award Contract for the Highline Trail Project

Layne Otteson reviewed bids received on September 19, 2023 for the Highline Trail Project. Seven bidders submitted bids, and the low bid was submitted by Novco, Inc. in the amount of \$381,806.50 which was 3.4% over the engineer's estimate due to changes made since the project was initially designed. The City received a Transportation Alternative Grant in the amount of \$285,597, with the remaining \$133,209.50 to be paid through City funding. Otteson also noted Staff will request additional funding from MnDOT for approximately \$19,000 near the end of the project, noting preliminary discussions have been promising.

Council Member Noding asked if the CR 73 trail will start at Mitchell Road, and if there are any plans to connect that area to anything. Otteson responded staff has considered bringing forward the concept to connect the trail to Manitou in the future, which is two blocks away. Otteson reviewed the ditch in this area is substantial, and Sherburne County doesn't generally help fund City trails. Council Member Halverson discussed the County's partial funding of the trail connection along Grace Drive. Otteson reviewed the trail was extended because the County had been alerted to an issue in this area with trespassing, as well as a concerns with ADA connectivity. The City negotiated with the County for a 50/50 cost share strictly due to the safety issues in this area.

Council Member Hanson motioned to approve Resolution No. 2023-72 receiving bids and awarding the Contract for the Highline Trail Project SP232-090-002 to Novco, Inc. in the amount of \$381,806.50. Seconded by Council Member Noding, unanimous ayes, motion carried.

7C. Purchase of Extrication Equipment for Fire Engine No. 22

Seth Hansen reviewed the Fire Department has taken delivery of new Fire Engine No. 22 and the Department is seeking approval from the City and Township to purchase extrication equipment for use in the new engine. Heiman Fire Equipment submitted a quote in the amount of \$40,816 which is State bid pricing. Hansen noted the cost would be split 50/50 between the City and the Township, with each entity paying \$20,408 towards the purchase of the equipment.

Council Member Halverson motioned to approve the purchase of extrication equipment in the amount of \$40,816 for Fire Engine No. 22. Seconded by Council Member Noding, unanimous ayes, motion carried.

7D. Department Reports

Fire Department – Fire Chief Seth Hansen provided statistical information on calls for service for the months of August and September, and reviewed department training that included driving operations and a full-scale train derailment exercise with Metro Transit and BNSF. Hansen also discussed the delivery of Engine No. 22, the swearing-in of new firefighters, reviewed issues the Department has experienced with the CR 43 street construction in front of the Fire Hall, and provided an overview of the upcoming Fire Department Open House scheduled on Saturday, October 14.

Council Member Halverson requested Hansen provide copies of the 10 medicals and 14 public assists to City Administrator Klimmek. Halverson also discussed there has been a lot of talk about establishing a Fire District, and asked when that discussion is coming to the City Council. Hansen responded there has been some discussion at the Fire Board level, but we are not anywhere near establishing a Fire District in Big Lake at this time, noting the Fire Board recently authorized a RFP for a Fire Department Comprehensive Staffing Study. Hansen also stated when the discussion is ready, the City and Township will have a full presentation.

Police Department – Police Captain Sam Olson updated Council on recent and upcoming activities of the department and provided police statistics, calls for service and significant arrests for the months of August and September. Olson reviewed recent community events the Department participated in, noted the resignation of Kiana Shafranski, and discussed recent interviews held to fill the vacant police officer position. Office Manager Tina Peterson was recognized for her 20-years of service to the Police Department and community, and reviewed recent Use of Force

training the department participated in.

Council Member Noding asked if the Police Department has noticed an impact on narcotics arrests since the State of MN legalized marijuana. Olson responded the legalization of marijuana now prohibits them from searching a vehicle if marijuana is detected, so they have had to make adjustments during stops. Olson also stated he is proud of the Big Lake community, noting he hasn't seen anyone smoking marijuana products out in the open since it was legalized. The new Sherburne County Ordinance will regulate marijuana use at parks and public places going forward.

Council Member Halverson asked about testing for drivers being under the influence. Olson reviewed standard field sobriety testing procedures the Department follows, noting showing signs of impairment would require additional field testing and a warrant could be drawn for a blood draw.

Community Development – Therese Haffner provided an update on activities in the Community Development Department. Haffner reviewed the Business Retention & Expansion Program, marketing efforts of the BLEDA, provided an update on the old school building redevelopment project, reviewed recent/current development and redevelopment projects, and provided a year-to-date 2022/2023 permit activity comparison. Haffner also reviewed City programming events including the Farmers Market, Music in the Park, and Movie in the Park.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek reviewed that she was invited to attend the annual plow meeting which was held at Public Works at noon today. They had a great meeting, which sets the tone for an organized and efficient winter season with hopefully minimal snow events compared to last year. Klimmek expressed our plow drivers have incredibly difficult, technical, and skilled jobs and their safety is held to the highest priority. Klimmek also discussed that at the last meeting, Mayor Knier asked that we publish the Xcel Energy Sherco Solar Project on the City website with contact information, which can now be found on the City's home page.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: Reviewed the October 9, 2023 Special Fire Board Meeting, and the October BLEDA Meeting.

Council Member Halverson: Discussed the recent Parks Advisory Committee Meeting, and reviewed potential future plans for Brom Park.

Council Member Hanson: Discussed he was able to secure another \$1,500 in donations for the walleye stocking program, and provided information on the upcoming Fire Department Open House and Veteran’s Meal events scheduled this coming Saturday.

Council Member Noding: Discussed the October BLEDA Meeting and the recent Special Fire Board Meeting.

Council Member Seefeld: Discussed the upcoming Veteran’s Meal on Saturday.

10. OTHER – No other.

11. ADJOURN

Council Member Seefeld motioned to adjourn at 6:46 p.m. Seconded by Council Member Hanson, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved by Council 10.25.23