



**MINUTES  
CITY COUNCIL MEETING  
July 6, 2010**

**CALL TO ORDER**

The meeting was called to order at 6:33 pm.

**Present:** Mayor: Randy Gilbert; Council: Sam Rettinger, Sharon Henderson, Brian Carpenter, and Liz Olson

**Staff Present:** City Administrator: Terrance Post; Public Works Director: Marv Wurzer; and City Engineer: Toby Muse

**Others Present:** Park Board: Donny Chillstrom, Chairperson

**Absent:** None

**PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

*A motion was made by Henderson, seconded by Olson, to approve the Agenda as presented. Ayes: all.*

**CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of June 15, 2010 City Council Meeting
- B. Approve Minutes of June 29, 2010 City Council Work Session
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2010-15 Approving Issuance of a Special Event Permit for the 2010 Corn Days Parade
- E. Adopt Resolution No. 2010-16 Approving Issuance of a Special Event Permit for the 2010 Corn Days Road Race
- F. Adopt Resolution No. 2010-17 Approving Issuance of a Special Event Permit for the 2010 Tour de Tonka

*A motion was made by Carpenter, seconded by Rettinger, to approve the Consent Agenda as presented. Ayes: all.*

**OPEN CORRESPONDENCE**

**Matt Stahl, Long Lake Area Chamber of Commerce President**

Mr. Stahl appeared to deliver a letter to the Council informing them of the Chamber of Commerce's updated position regarding enforcement of zoning issues at the Elite Auto property. The Chamber is now supportive of both the City in its enforcement efforts and Elite Auto as a member of the business community.

## **BUSINESS ITEMS**

### **Award Contract for 2010 Street Seal Coating Project**

Wurzer reported that the City's Pavement Management Plan rates the pavement and drainage of City streets and is updated on a three-year cycle. Part of the plan includes using a seal coat process to protect and extend the life of street surfaces.

The plan identifies that seal coat improvements be made to the following streets during the 2010 construction season.

- Charles Street, Daniels Street E (Virginia Avenue to Lake Street), Dupont Street, Harrington Circle, Harrington Drive N, Inglewood Street N, Lake Street N (Hwy 12 to Symes Street), Lake Street S (Hwy 12 to Daniels Street)
- May Street, Orchard Lane E (Brown Road to Bollum Lane), Orchard Lane W (Brown Road to Dupont Street), Orono Orchard Road (Bollum Lane to Orono City limits).
- Parking Lot – May Street, Parking Lot – Well No. 1

Bid Alternates Nos. 1 through 4 were added to the RFP for various reasons listed below:

- Alternate No. 1 is a private road that was damaged during the repair of a water main. A sealcoat was due for this road so the Homeowners Association agreed to allow the contractor to repair road scarring with a seal coat. The entire road will be seal coated and the Homeowners Association will pay the cost above the contractors commitment of \$1,500.00
- Alternates No. 2 and 4 are Fire Station No. 1 and No. 2 parking lots. They are due for seal coating and this is a Fire Department budget item.
- Alternate No. 3 is an Orono road. Orono has agreed to seal coat this road under Long Lake's contract to provide a consistent protection and appeal to the Fire Department entry as well as benefit from the volume discount.

City staff prepared the technical specifications and solicited quotes through the RFP process. Quotes were received Friday, June 25, 2010 for the 2010 seal coat program. Two quotes were received with the low quote submitted by Allied Blacktop Company of Maple Grove, MN.

After reviewing the quotes and consideration of the contractor's ability to perform, City staff would recommend the City Council award the 2010 Street Seal Coating Project Base Bid and Bid Alternates Nos. 1 through 4 to Allied Blacktop Company of Maple Grove, MN in the amount of \$39,568.80 for the Base Bid and \$3,122.80 for Alternate No. 1, \$7,434.70 for Alternate No. 2, \$1,900.10 for Alternate No. 3, and \$1,587.40 for Alternate No. 4.

Wurzer noted that the proposal is a unit price bid. The contractor is paid for actual quantities provided – as such, a final payment request could be somewhat higher or lower. He also described striping work that would be needed for parking lots and a downtown curb painting project he would like to complete this year.

Administrator Post advised that the curb painting and a portion of the striping work could be completed via Hennepin County aid dollars as a funding source.

With the overall project cost proposed falling under the budget of \$45,000, Wurzer sought the Council's direction on whether the Holbrook Park parking lot could be considered for addition to the seal coat program.

Council members discussed the timing of the project, whether seal coating the Holbrook Park lot would negatively impact the summer Community Education program ongoing in the park through August, and questioned the City's involvement in assisting to maintain the Fire Station 2 lot when no agreement is currently in place to do so.

*A motion was made by Henderson, seconded by Olson, to award the 2010 Seal Coating Project to Allied Blacktop Company and to authorize the City Administrator to execute an agreement for completion of the project labeled as "Base Bid – Miscellaneous Streets" and to authorize completion of Bid Alternates No. 1 through 5, with Bid Alternate No. 5 to be described as the Holbrook Park parking lot. Ayes: all.*

### **Award Contract for the 2010 Willow Drive Water Main Replacement Project to GMH Asphalt Corporation**

Post stated that bids and specifications for the Willow Drive Water Main Replacement Project were accepted by the City Council on June 10, 2010, and the City Engineer was directed to advertise the project for bids. Bids were solicited and were opened on June 25, 2010.

The lowest responsible bidder was GMH Asphalt Corporation from Chaska, Minnesota. The City had a positive experience with this contractor for the 2008 street reconstruction project. In general, all of the bids represent a more favorable, competitive bidding environment in 2010 compared to when the project was first bid in 2006.

Alternate No. 2 included the removal of all water service pipes from the water main up to and including the curb stop box and replacing with a 6-inch service pipe and gate valve. Staff and the City Engineer recommend that Alternate No. 2 not be chosen because of inconsistency with previous rehabilitation practices as well as problematic benefits due to timing and scope unknowns surrounding future redevelopment.

City Engineer Toby Muse also commented on the favorable performance of GMH Asphalt during the 2008 street project, and noted that the subcontractor they would retain for the water main trenching work would be the same as in 2008.

Post advised that a proposal from SEH would be coming forth at the next Council meeting for engineering services, project management and administration work through the duration of the project.

Muse indicated their proposal would include options for the number of engineering hours to be dedicated to oversight of the project.

Council members discussed the matter and it was agreed that it would be preferable to table action on the bid until the Council's next meeting when the cost of engineering services would be available for the Council's consideration as well.

*A motion was made by Olson, seconded by Henderson, to table consideration of the 2010 Willow Drive Water Main Replacement Project until the July 20, 2010 City Council meeting. Ayes: all.*

### **OTHER BUSINESS**

#### **Condition of Nelson Lakeside Park and Wayzata Boulevard Landscaping Project Areas –**

Council member Henderson indicated that at the Park Board's last meeting, the Board had met in Nelson Lakeside Park. After walking the stormwater improvements project area, the Board observed that the plantings were not growing in the filtration ponds leaving them dry mudholes. Additionally,

project areas that were seeded with grass to be restored after the project's completion were not growing as expected, leaving the areas weedy, sparse and unusable. It was the consensus of the Board that the Council should review the condition of the park and discuss concerns with Sunram. The Board also noted they only found sand and could find no evidence of topsoil being restored to support growth. Park Board Chair Donny Chillstrom followed up on Council member Henderson's comments. He stated all that is growing is oats and thistles, and the Park Board insists the City needs to hold both SEH and the contractor Sunram accountable for assuring the filtration pond plantings and surrounding grassy areas are growing or restored consistent with the terms of the project contract. Council member Henderson presented photographs of the project areas for the Council's discussion. Council members also discussed their continued disappointment with the appearance of the Wayzata Boulevard Landscaping Project area, and the failure to see no mow grass established. Comment was made that the area looks like a hayfield. Council members were in agreement that a work session should be scheduled prior to the Council's July 20 meeting to discuss the condition of both project areas in greater detail, and that someone from SEH be contacted to be a part of that meeting.

**Wolf Pointe Woods Easement Trail** – Council member Henderson provided photographs of the easement trail between Wolf Pointe Woods and the Luce Line. Due to recent rains the class 5 material washed out from the trail. She requested that Public Works Director Wurzer contact the Wolf Pointe Woods neighborhood association to discuss how the trail might be improved so that the use of class 5 could be discontinued. She personally would like to see a bituminous surfaced trail but suggested that grass would be preferable over class 5, and commented that there must be an alternative for the trail that would allow Public Works to access utilities as needed. Wurzer was not aware the trail had washed out, but it had done so previously and the Public Works crew's normal action would be to collect as much of the washed out material as possible and restore the trail with collected and new material. He also clarified that it is the City's only class 5 trail. Mayor Gilbert directed staff to review the trail issue and provide the Council with more information.

**Commission Liaison Positions** – Council member Carpenter indicated that although he was appointed to the position of Planning Commission liaison, he is unable to attend their meetings. He had brought this issue to the Council's attention previously and asked that further discussion be held on the matter. The Planning Commission has indicated that as they are a recommending body of volunteers, whereas the Council members are elected to their posts, it is their feeling a representative of the Council should attend their meetings versus the Planning Commission being responsible to attend Council meetings. Council members offered their opinions on the subject of the liaison positions to the Planning Commission and City Council. As Mayor Gilbert was strongly in favor of the liaison position continuing, he offered to serve as an alternate and attend Planning Commission meetings in Council member Carpenter's absence. It was agreed though that Council members would like to see Board and Commission members appear at Council meetings periodically as well, with the example of Chair Chillstrom's attendance at the meeting noted. Post clarified that the liaison positions were not statutorily required, but historically the positions were rotated amongst members offering a City related educational opportunity.

**Upcoming EDA Meeting** – Post stated that an EDA meeting will be held Thursday, July 8, 2010 to receive a rebranding project update from CEL Public Relations.

**RFP's for Attorney Services** – Post advised that the deadline for submittal of RFP's for attorney services had passed. The City received proposals from five civil firms and one prosecutorial candidate. Post will be preparing a summary of the firms that submitted for the Council's consideration.

**Police Services Candidate Interviews** – Post reported that at the Council's last work session, the Council had discussed establishing a special meeting for the purpose of conducting the Police services candidate interviews for July 19. Post asked that Council members email him their list of desired interview questions.

**Firefighters Memorial 5K Fundraiser** – Mayor Gilbert noted that the Long Lake Fire Department would be holding a race and fun run as a fundraiser event on July 31, 2010. The LLFD is raising funds to establish a firefighters memorial monument in front of Station 1. Interested individuals should visit [www.longlakefire.org](http://www.longlakefire.org) for event registration information.

**MCWD Rule Changes** – Mayor Gilbert stated that the Minnehaha Creek Watershed District would be having a public hearing on July 8 to review their proposed rule changes which would impact all properties with wetlands, not just lakeshore property. Mayor Gilbert encouraged interested individuals to attend and learn about the more restrictive changes proposed.

**Meeting to Conduct Police Services Candidate Interviews** – Mayor Gilbert indicated that Long Lake resident and taxpayer involvement would be welcome and expected during the Police services candidate interview process, and encouraged people to attend the interviews for an opportunity to submit their own questions for the candidates.

*A motion was made by Henderson, seconded by Rettinger, to schedule a meeting to conduct Police services candidate interviews on July 19, 2010 at 5:30 pm. Ayes: all.*

**Announcement of Candidacy** – Mayor Gilbert announced he intends to run for re-election to the office of Mayor and will file for candidacy when the filing period opens.

#### **ADJOURN**

Hearing no objection, Mayor Gilbert adjourned the meeting by general consent at 7:47 pm.

Respectfully submitted,

Jeanette Moeller  
City Clerk