



**MINUTES
CITY COUNCIL MEETING
February 15, 2011**

CALL TO ORDER

The meeting was called to order at 6:30 pm.

Present: Mayor: Tim Hultmann; Council: Tom Skjaret, Donny Chillstrom, and Brian Carpenter

Staff Present: City Administrator: Terrance Post; Fire Chief: James Van Eyll; and City Clerk: Jeanette Moeller

Absent: Council: Liz Olson (with prior notice)

PLEDGE OF ALLEGIANCE

CITY OF LONG LAKE UPDATE

Mayor Hultmann reported he had visited the True Value store location. Installation of shelving and item stocking is in progress, and the owners are anticipating the store opening around March 14.

Mayor Hultmann also recognized City employee Don Laakkonen for his donation of a basketball backboard and hoop assembly to the basketball half court in Holbrook Park.

Lastly, Mayor Hultmann stated he had received positive feedback about the Wayzata Police Department maintaining a high Police presence in Long Lake.

APPROVE AGENDA

A motion was made by Chillstrom, seconded by Skjaret, to approve the Agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of February 1, 2011 City Council Work Session
- B. Approve Minutes of February 1, 2011 City Council Meeting
- C. Approve Minutes of February 5, 2011 City Council Special Meeting
- D. Approve Vendor Claims and Payroll
- E. Complete the City of Long Lake 2011 Appointments Process by Ratifying the Recommendations by Planning Commission for Appointment of the Chair, Chair Pro-Tempore, and EDA Liaison Positions
- F. Accept the Donation of a Basketball Backboard and Hoop Assembly From Don Laakkonen for Use at Holbrook Park

A motion was made by Skjaret, seconded by Chillstrom, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the Council during Open Correspondence.

BUSINESS ITEMS

Training and Safety Assistant Appointment

Fire Chief Van Eyll stated that firefighter Tom Eldrich had done a fantastic job serving as Training and Safety Assistant for the Department, but Mr. Eldrich stepped down from the position to afford others an opportunity to participate. Qualified candidates were interviewed by a panel consisting of the Assistant Chiefs and Station Captains. Following completion of interviews, it was the consensus of the Fire Chief and interview panel to request the City Council appoint firefighter Duncan Shannon to the Training and Safety Assistant position. Mr. Shannon has been with the Long Lake Fire Department for 1.3 years. He is Firefighter I certified and is currently working towards achieving EMT certification.

A motion was made by Chillstrom, seconded by Skjaret, to appoint Duncan Shannon to the position of Training and Safety Assistant for the Long Lake Fire Department. Ayes: all.

Van Eyll also announced that the Long Lake Fire Relief Association annual pancake breakfast has been scheduled for April 17.

Amendments to Adopted 2010 Budget

Administrator Post indicated that the purpose of his request for Council action is to formalize authorization to record 2010 budget amendments. Generally, the adopted budget is not amended except for specific spending decisions authorized by the Council such as the purchase of a City Hall replacement copier or infrastructure projects initiated within TIF District No. 2; or unusual events not anticipated at the time of the original budget adoption. Also, in keeping with past policy of managing the General Fund fund balance, an operating transfer out to capital funds is also recommended. Post reviewed the items recommended for 2010 budget amendment which included:

1. Increase General Fund ad valorem tax revenue from \$802,000 to \$937,000, as collections of current and delinquent taxes were stronger than anticipated in 2010.
2. Decrease Local Government Aid (LGA) revenue from the amount certified by the Department of Revenue to the actual received amount.
3. Decrease General Fund Fire Department Capital Funding reimbursement revenue from Orono and Medina to reflect the decreased scope of Fire Department capital additions, as only fire station parking lot seal coating was undertaken in 2010.
4. Increase General Fund Miscellaneous reimbursement revenue to reflect Mn/DOT reimbursement of downtown Long Lake snow removal.
5. Increase General Fund Administration Department office equipment capital expense to reflect the December purchase of a new copier for City Hall.
6. Increase General Fund Street Maintenance Department engineering expense to reflect the fourth quarter mapping update project undertaken by SEH.
7. Increase General Fund Operating Transfers Out expenditures to reflect the operating surplus primarily driven by unanticipated revenue sources and to manage the General Fund Budget to an appropriate level.
8. Increase Tax Increment Fund No. 2 construction contract expenditures to reflect expenditures incurred for the Willow Drive Water Main Replacement Project and the Well House No. 2 Rehabilitation Project.
9. Increase Water Utility Fund No. 601 reimbursement revenue to reflect the mediated settlement in regards to the TH 12 Water Main Repair Project.

A motion was made by Chillstrom, seconded by Carpenter, to authorize amendments to the adopted City of Long Lake 2010 Budget as detailed in the City Administrator's memorandum. Ayes: all.

OTHER BUSINESS

Planning Commission Liaison Report – Council member Skjaret stated he had attended the Planning Commission's last meeting and had informed them one of the items on the Council's to do list was to consider purchase of the Virginia Avenue property. The Planning Commission agreed that they would conclude purchase of the Billy's Lighthouse or Kenny's Market properties would be of greater positive impact, though Council member Skjaret informed the Commission he did not believe such a purchase would be financially feasible. The Commission also began discussion of Zoning Ordinance amendments and anticipates completing their review of draft Ordinances within 120 days.

Greenhill Lane Project – Council member Skjaret had reviewed the Public Works Director's ongoing project list and requested that one item, the water puddling problem located in front of the property at 282 Greenhill Lane, be resolved during the current year if possible.

Emerald Ash Borer Preparation – Council member Skjaret mentioned he had viewed an article about the City of Plymouth relocating ash trees and removing small ash trees from their parks and boulevards. He questioned what Emerald Ash Borer (EAB) related activities the Public Works Department may have planned. Council member Carpenter suggested that an inventory of the City's ash trees would be a good first step to begin preparations.

Billboard Vandalism – Council member Skjaret noted that the billboard on the Hair Envy parking lot property had been spray painted and suggested the owners should be notified.

Park Board – Council member Chillstrom stated he had been in contact with the new Park Board members and the Board would be having their first meeting soon. Mayor Hultmann suggested the Park Board should discuss a goose control project for Nelson Lakeside Park for recommendation to the City Council.

Carp Fishing Contest – Council member Chillstrom indicated that the Orono Lions Club had begun discussing their annual Carp Fishing Contest event.

EDA Member Resignation – Administrator Post advised that staff had been notified EDA resident representative Tom Kvale would be resigning his position. City Clerk Moeller clarified that Mr. Kvale had not yet submitted his letter of resignation.

ADJOURN

A motion was made by Skjaret, seconded by Chillstrom, to adjourn the meeting at 7:00 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk