



**MINUTES  
CITY COUNCIL MEETING  
April 19, 2011**

**CALL TO ORDER**

The meeting was called to order at 6:44 pm.

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

**Staff Present:** City Administrator: Terrance Post; Public Works Director: Marv Wurzer; Fire Chief: James Van Eyll; and City Clerk: Jeanette Moeller

**Absent:** None

**PLEDGE OF ALLEGIANCE**

**CITY OF LONG LAKE UPDATE**

Mayor Hultmann reported that the Pioneer Museum had begun site work in preparation for construction of the recently approved new storage building.

Mayor Hultmann also encouraged the viewing audience to purchase when possible from Long Lake businesses for the good of the community.

**APPROVE AGENDA**

Council members agreed that discussion of Agenda Item No. 9 should be moved to be the first item of business on the agenda.

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

**CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of April 5, 2011 City Council Work Session
- B. Approve Minutes of April 5, 2011 City Council Meeting
- C. Receive Unofficial Draft Minutes of April 12, 2011 Planning Commission Meeting
- D. Approve Vendor Claims and Payroll
- E. Adopt Resolution No. 2011-05 Establishing City Hall Summer Office Hours for 2011
- F. Receive 1<sup>st</sup> Quarter 2011 Interim Financial Information

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

**OPEN CORRESPONDENCE**

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

## **BUSINESS ITEMS**

### **Presentation of Badge for Non-Probationary Firefighter**

Fire Chief Van Eyll introduced the LLFD's newest non-probationary firefighter, Sarah deVillie, to the City Council. The Council previously approved Ms. deVillie to become a probationary firefighter for the Long Lake Fire Department. In the time since she was hired, Ms. deVillie has fulfilled the requirements of her probationary period, and has completed both Firefighter 1 and Hazmat Operations classes. Ms. deVillie was already EMT certified at the time she applied to the LLFD, and she has been serving as the Department's EMS Coordinator.

LLFD Assistant Chief of Operations DJ Goman formally presented firefighter deVillie with her badge.

Following the badge presentation, Fire Chief Van Eyll administered the Confirmed Member's Oath to Ms. deVillie, and read aloud the 'What a professional firefighter is' statement.

Fire Chief Van Eyll thanked all those who had attended the Long Lake Firefighters Relief Association pancake breakfast. Turnout for this year's breakfast numbered at 952 attendees.

Council member Chillstrom also noted that the Orono Lions Club had sponsored a blood drive at Fire Station 1 the day prior to the Council meeting and 36 individuals donated blood.

### **Solar Lighting Presentation by Touchstone Lighting**

Mayor Hultmann stated that he had contacted Touchstone Lighting, a business located on West Industrial Boulevard, to invite them to make a presentation to the City Council regarding solar lighting options along the walkway on Wayzata Boulevard West from Martha Lane to the y-junction. Since there is increased interest in 'thinking green', Mayor Hultmann thought discussing lighting that area would be a perfect opportunity to learn from a local Long Lake business on how a green technology could be applied.

Mark Hanson, President of Touchstone Lighting, distributed color brochures of the company's lighting products and made a presentation to the Council relative to a suggested fixture setup for use in the landscaped walkway area. He described the proposed fixture, reviewed suggested installation, discussed the proposed solar controller fixture, and reviewed life expectancy of LED lights and batteries. Mr. Hanson, along with his company's Illuminologist Mark Moelter, responded to Council member questions regarding battery life, installation and anchoring, ongoing maintenance, and the amount of light that could be cast by the proposed fixture.

Mr. Moelter offered to place the fixture in one of the landscaping elements in the walkway area under portable battery power so that Council members could view the light fixture in operation in the dark.

Mayor Hultmann indicated he would pick up the fixture setup once Council members had viewed it and would deliver it back to Touchstone.

Council member Olson requested cost information for the regular streetlights currently in use throughout the City.

Public Works Director Wurzer responded that the cost of the green streetlight fixtures is approximately \$5,000 per fixture.

### **Receive 2010 Financial Audit Report**

Post reported that the City had contracted with the Abdo Eick & Meyers (AEM) CPA firm to conduct an external audit of 2010 financial activities, assist in the preparation of the financial statements in a GASB format, render an opinion on the audit results, and prepare an assessment of the system of internal controls.

AEM completed the audit fieldwork earlier this year compared to prior years. Observations from the audit report include a "clean opinion", an end of the year General Fund balance at an appropriate level of about 57% compared to budgeted expenditures.

Andy Berg and Matt Vos, Abdo Eick & Meyers, commented briefly on the City's limitations pertaining to internal controls and segregation of duties relative to the handling of financial transactions; provided the City Council with a detailed overview of the audit management letter; and responded to staff and Council member questions regarding items within the audit, their long range financial planning, and whether the auditors were seeing their municipal clients increasing their collaborative efforts.

*A motion was made by Carpenter, seconded by Olson, to receive and accept the Management Letter annual City Financial Report for the year ended December 31, 2010. Ayes: all.*

### **Annual Stormwater Pollution Prevention Program**

Wurzer stated that the Minnesota Pollution Control Agency (MPCA) requires that the City must annually complete a report on the status of its Stormwater Pollution Prevention Program (SWPPP) and its compliance with Municipal Separate Storm Sewer System (MS4) General Permit conditions.

The annual report form requires that a public meeting be held at which there is discussion of the City's ongoing Stormwater Pollution Prevention Program and a review of SWPPP accomplishments during the previous year. The purpose of this agenda item is to hold the public meeting required for the report, with staff presenting SWPPP information and reviewing accomplishments made during the year 2010. Oral or written public comment must be solicited.

Wurzer commented on ongoing public education efforts regarding stormwater runoff; zoning and building controls in place to prevent the negative impacts of industrial and construction site runoff; ongoing maintenance of retention and filtration ponds; the City's involvement with the Minnehaha Creek Watershed District (MCWD); municipal efforts to prevent particulates from going into the lake through street sweeping twice a year and regular checking of catch basins; and removing goose droppings by sweeping them into a bucket for disposal.

Wurzer responded to Council member questions regarding broom sweeper versus vacuum sweeper use for street sweeping.

Council members discussed their interest in seeing how the new settling ponds in Nelson Lakeside Park will function to improve water quality.

Council member Carpenter noted that erosion and runoff from the area of Martha Lane to the old cemetery is a contributor to lake issues and there is room for improvement in that area.

Mayor Hultmann invited comment from the public. No one from the public was in attendance to comment on this agenda item.

## **OTHER BUSINESS**

**Planning Commission Liaison Report** – Council member Skjaret reported that the Planning Commission is working diligently on green technology zoning changes; however, the Commission would like to know whether the Council would also like to include sustainable lifestyle considerations in a green technologies ordinance such as community gardens, the ability to commercial grow food or keep chickens at one's home, etc. Council member Skjaret had suggested that the Council's direction was to focus on green technologies and perhaps concentrate on sustainability initiatives at a later time, but he would like to hear from fellow Council members to take direction back to the Commission. Council members discussed the matter and were in favor of directing the Commission to focus on green technologies at this time. Council member Olson asked that the Commission review whether there would be a way to have something like a Conditional Use Permit to use as a tool for accommodating green technologies. Council member Skjaret noted that as part of the Commission's recommendation, they will likely be proposing some type of incentive for those who invest in green technologies. The Commission is also reviewing the efficacy of some green technologies, but will continue to focus on drafting an ordinance that will protect the rights of property owners and their neighbors.

**Refuse Hauler Licensing** – Mayor Hultmann commented that in spring he becomes concerned about road conditions and the number of refuse trucks on City streets. He is aware that other cities have tried to reduce their refuse hauler vehicle traffic by going out to bid for City-wide residential refuse hauling, but in the recent example of Woodbury, it was not favorably received and proved unsuccessful. He asked that Council matters give the matter some thought for discussion at a future work session.

**Fire Advisory Meeting** – Administrator Post stated that the Fire Advisory subcommittee would be meeting the following morning. One topic of discussion will be Fire Station 2 in Navarre.

**AT & T Antenna Upgrade** – Post was recently contacted by a representative for AT & T regarding upgrading antenna equipment for the 4G network on the American Tower Corporation tower adjacent to the water tower. With AT & T's recent acquisition of T-Mobile, they may pull the T-Mobile antennas off the tower.

**Safety and Loss Control Workshop** – Post indicated that he and Public Works Director Wurzer will be attending a Safety and Loss Control workshop on Thursday.

**Administrative Penalties Ordinance** – Post stated he anticipates a revised draft ordinance regarding administrative penalties for liquor and tobacco license violations to be on the Council's agenda for the second meeting in May.

**Spring Leaf Pickup Dates** – City Clerk Moeller noted that curbside spring leaf pickup dates will be Tuesday, April 26 and Tuesday, May 3.

## **ADJOURN**

Hearing no objection, Mayor Hultmann adjourned the meeting by general consent at 8:13 pm.

Respectfully submitted,

Jeanette Moeller  
City Clerk