



**MINUTES
CITY COUNCIL MEETING
September 6, 2011**

CALL TO ORDER

The meeting was called to order at 6:36 pm.

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

Staff Present: City Administrator: Terrance Post; Public Works Director: Marv Wurzer; and City Clerk: Jeanette Moeller

Absent: Council: Tom Skjaret (with prior notice)

PLEDGE OF ALLEGIANCE

CITY OF LONG LAKE UPDATE

Mayor Hultmann noted that this year would mark the tenth anniversary of the events that took place on 9/11, and asked that people keep all those who lost their lives, firefighters and police officers in their hearts and minds.

Mayor Hultmann gave thanks to the individuals who participated in the Long Lake and Orono Firehouse Garden on the grounds of Fire Station 1. He reported that 350 pounds of fresh fruits and vegetables had been raised, much of which was donated to local food shelves. He recognized the many contributors to the project, including Otten Bros. Nursery, Jim Cox, Lakewinds, Country Cake Cupboard, Long Lake True Value, True Value Navarre, and others.

He stated that the City Councils of Orono and Long Lake would be having a joint meeting to discuss past, present and future agreements.

He also invited the viewing audience to support the Wayzata Crime Prevention Coalition's fundraising efforts during James J. Hill Days. Mayor Hultmann indicated he would be sitting in the dunk tank and attendees will be able to purchase three balls for \$5.00 and take shots at dunking him.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of August 16, 2011 City Council Work Session
- B. Approve Minutes of August 16, 2011 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Approve Distribution of \$272.06 from Lawful Gambling Charitable Contribution Proceeds to the Long Lake Area Chamber of Commerce in Support of Expenses Associated with SummerFest 2011

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

OPEN CORRESPONDENCE

No one appeared to address the City Council during Open Correspondence.

BUSINESS ITEMS

Adopt Preliminary Tax Levy Payable in 2012 and Establish Public Meeting Date to Discuss Levy and Budget

Post reviewed primary factors influencing the determination of the proposed preliminary 2012 General Fund operating levy. Overall, proposed 2012 General Fund revenue has been assumed to be down from the adopted 2011 budget. Primary reductions driving this decrease include would a conservative reduction in liquor license fees due to closure of one establishment and another being problematic, and fire contract customer capital contributions. Likewise, proposed 2012 General Fund expenditures are also down from the adopted 2011 budget. The most significant factor driving this reduction is the lack of any Fire Department capital additions.

The proposed 2012 preliminary operating levy coupled with the required 2012 debt service levy produces a total 2012 preliminary levy increase of 1.26% compared to the adopted 2011 payable levy. Post discussed the proposed General Fund considerations assumed for 2012 in detail, and responded to Council member questions regarding the potential for unallotment of LGA and whether fuel cost savings could be realized through partnering with neighboring cities for fuel purchasing.

A motion was made by Chillstrom, seconded by Carpenter, to adopt Resolution No. 2011-023 establishing the preliminary 2011 property tax levy payable in 2012 for the City of Long Lake. Ayes: all.

A motion was made by Chillstrom, seconded by Carpenter, to adopt Resolution No. 2011-024 establishing the 2011 public meeting date to discuss the proposed levy and budget for taxes payable 2012 for the City of Long Lake. Ayes: all.

Approve Lake Minnetonka Communications Commission (LMCC) 2012 Budget

Post indicated that the Lake Minnetonka Communications Commission (LMCC) operates as a joint powers organization between 17 member communities including Long Lake. LMCC bylaws require a majority of member cities to approve the proposed annual budget before the budget can proceed as adopted. Post previously reviewed the LMCC budget materials, and noted the following:

- 2012 LMCC revenues are estimated to increase 2.2%. Likewise, total 2012 expenditures are estimated to increase 1.9% in 2011.
- Total salaried and hourly wage expenses reflected in the proposed 2012 budget include a 23.1% increase. It appears that the increase is caused by staff full-time and part-time additions in addition to a 2.5% salary range move.
- The LMCC previously elected to purchase the building in Spring Park they had been leasing where their offices are located. 2012 mortgage interest payments are budgeted at \$12,550 with a 2012 one time mortgage principal payoff of \$119,880 also proposed as a spend down of fund balance, reducing the fund balance to a reserve still more than half their operating costs.
- The earlier proposed LMCC-wide "Tonka Connect" fiber optic project was suspended by earlier 2011 LMCC Board action and is not budgeted in the proposed 2012 budget.

Staff recommends a motion to approve the proposed 2012 LMCC budget.

Council member Carpenter commented that with the additional costs and staff time involved in continuing to adapt to the digital age through improvements, a 2.5% increase in LMCC staff wages is reasonable as they endeavor to deliver a better quality product to users.

A motion was made by Carpenter, seconded by Olson, to approve the proposed 2012 Lake Minnetonka Communications Commission (LMCC) Budget and to direct the City Administrator to forward a certified copy of meeting minutes of this Long Lake City Council action to the LMCC Executive Director. Ayes: all.

Emergency Vehicle Preemption (EVP) Traffic Control System Design and Bidding Engineering Services Proposal for the CSAH 112 and Lake Street Intersection

Post stated that a larger scope of traffic signalization improvements for the CSAH 112 Lake Street intersection were reviewed by Council at earlier work sessions, but the larger scope project did not have Council support as it was learned very little of the improvements considered could be re-used at the time Hennepin County completes its turnback project of CSAH 112. However, the EVP portion of the proposed project was identified as an element to be brought forward for further Council discussion because of public safety benefits.

Staff contacted City Engineer Toby Muse to request an updated cost estimate of engineering fees for installation of an EVP system at the CSAH 112 and Lake Street only. These fees were preliminarily estimated at \$7,000 and the construction portion estimated at \$12,000, for a total project cost in the \$19,000 range. Engineer Muse has updated engineering fees for the Council's consideration.

This project is not an adopted 2011 budget item, and, if approved, would require a budget expenditure amendment for project costs. In terms of funding, Council should be aware of one potential funding source within the General Fund. The 2011 General Fund revenue budget assumed \$0 for Local Government Aid (LGA). However, a July distribution from Minnesota Revenue included \$13,205 in LGA. If the December distribution also happens, this unexpected revenue source could fund the EVP improvement project.

If Council wishes to proceed on the EVP project at this intersection, staff recommends approval of the City Engineer services proposal.

Council members questioned why \$7,000 in engineering fees would be necessary for installation of an EVP system; asked about the status of Police Chief Mike Risvold's efforts to upgrade the emergency access gate to Highway 12; and discussed whether spending funds to upgrade the emergency access gate would be of a higher benefit to public safety than an EVP system at the intersection proposed.

Mayor Hultmann suggested discussion of this agenda item be tabled until the Council's second meeting in October, allowing Police Chief Risvold adequate time to provide an update regarding his efforts to secure funding for access gate improvements. Council members agreed, and the agenda item was tabled for further discussion.

Approval of Improvements to Nelson Lakeside Park Gravel Parking Lot

Post advised that this topic was discussed by the Long Lake City Council at their regular meeting of August 1, 2011 with direction given to staff to solicit quotes for the proposed project. In summary, the purpose of the project will be to expand the gravel parking lot area by four feet in one direction allowing for safer turning and backing movement in the lot, and to make aesthetic

improvements with the addition of split rail fencing around the lot consistent with fencing elsewhere in the park.

Public Works Director has obtained quotes for the project elements. Additionally, an expense would be incurred for "center vehicle here" signage for parking spaces once the new split rail fence is installed.

Staff supports the motion with a combined construction project cost of \$7,115.00 that should result in safety improvements as well as better delineating boat trailer parking available spaces once signage is installed. This is an unbudgeted item that will require a later budget expenditure amendment. Staff recommends holding off on making a funding transfer in from capital funds until 2011 preliminary results can be more accurately predicted.

Council members and staff discussed whether bumpers such as embedded logs could be added and signage design options to further delineate individual parking spaces. The need for detailed parking instructional signage was emphasized.

A motion was made by Chillstrom, seconded by Olson, to approve quotes from Schoening Excavating, Inc. in the amount of \$3,490.00 for excavation and installation of materials of the gravel parking lot; and from Midwest Fence in the amount of \$3,625.00 for installation of 401 feet of cedar split rail fencing surrounding the gravel parking lot in conjunction with Nelson Lakeside Park gravel parking lot improvements. Ayes: all.

Accept Quote for 2011 Trails Seal Coating Project

Post indicated the City's Pavement Management Plan would have called for a street construction project in 2011; however, due to uncertainties, a street reconstruction project is now being proposed for 2012. In this streets "off year", the 2011 adopted budget contemplated seal coating the park trail system. \$20,000 was budgeted in the 2011 Street Maintenance Department to accomplish this goal including any required restoration.

Staff recommends accepting the proposal from low-quoter Gopher State Sealcoat, Inc. in the amount of \$8,325.00 a two-coat asphalt emulsion seal to seal coat the City's 111,000 square foot park trail system.

A motion was made by Chillstrom, seconded by Carpenter, to accept quote from Gopher State Sealcoat, Inc. for the 2011 Trails Seal Coating Project in the amount of \$8,325.00. Ayes: all.

Approve Quote to Replace Hardin Park Trail Segment

Post stated that a segment of trail in Hardin Park had been damaged by tree roots and rendered hazardous. With the tree and roots that caused the damage now removed, staff is recommending the damaged trail section be replaced.

Staff recommends accepting the proposal by Omann Brothers Paving, Inc. The updated quote of \$6,780.00 reflects current material pricing and is extremely competitive compared to the other quote received.

A motion was made by Olson, seconded by Chillstrom, to approve the proposal by Omann Brothers Paving, Inc. to remove and replace an existing hazardous 307 foot Hardin Park trail segment at a cost of \$6,780.00. Ayes: all.

Consider Adoption of Resolution of Support for MCWD Being the Lead Agency in Developing a Program for Managing Aquatic Invasive Species (AIS) Efforts in the Watershed Area

Post reported that the City was recently approached via a mailing from City of Shorewood City Administrator Brian Heck to consider taking an action similar to the Shorewood Council in supporting the Minnehaha Creek Watershed District (MCWD) being the lead agency for managing Aquatic Invasive Species (AIS) efforts throughout the watershed. There has been some debate among lake communities as to who should be responsible for managing AIS efforts, and whether it should be the Minnesota Department of Natural Resources, watershed districts, the cities, or another agency. The Shorewood Council believed the MCWD was best suited to take on the task of regionally taking the lead in managing AIS activities. In speaking with the MCWD, managing AIS is not something their agency is actively seeking to undertake, however their Board may consider the matter if the cities are supportive of them doing so. Should the Council have similar views as the Shorewood Council, staff would recommend adoption of a resolution of support for the AIS management initiative in the watershed area.

Council members discussed what agencies are currently involved in managing AIS; different management strategies such as closing off the lake to public use, and implementing an inspection point and access gate system; impacts of management strategies on lake users; the financial impact to taxpayers should the MCWD take on AIS management; and an interest in receiving additional information from area resources about AIS. Council member Olson also indicated she would like to open the matter up for public comment to receive input from the community.

It was the consensus of Mayor and Council members that discussion of this item should be tabled.

Post indicated he would contact the Christmas Lake Association and the MCWD to see if representatives from those organizations would be able to attend a future Council work session and share their knowledge, experience, and comments regarding AIS management.

OTHER BUSINESS

James J. Hill Parade – Council member Chillstrom noted that as a member of the Wayzata American Legion, he would be marching with the color guard in the James J. Hill parade on Sunday, September 11, Patriot Day. He encouraged viewers to attend and support veterans and James J. Hill Days.

Haunted House Fundraiser – Mayor Hultmann stated he had heard the Orono Lions Club was exploring the idea of holding a haunted house fundraiser at the Kenny's Market site, and questioned whether Orono Lions member Chillstrom was aware of the status of the haunted house idea. Council member Chillstrom responded that he had heard some Orono Lions members were discussing it as a possible joint venture with the Hamel Lions, but did not have additional information.

Bus Safety Reminder – Council member Carpenter asked that drivers watch for buses and bus stops, and reminded viewers that school is back in session.

Dog Park Update – Council member Olson requested an update regarding the seasonal off-leash dog area at Holbrook Park. Public Works Director Wurzer indicated that the fencing and gate system were installed, and the area is already in use. Permanent signage will be replacing temporary signage. Council member Olson expressed interest in seeing obstacle course items placed at the site in the future. Mayor Hultmann indicated donations for obstacle course items would be welcome.

Public Works Partnership – Post stated that he and Public Works Director Wurzer had met with the Wayzata Administrator and Public Works Director to discuss opportunities for partnering and sharing equipment or space between the two departments. It is hoped that some specific arrangements or agreements may be made to benefit both communities.

Well No. 2 Rehabilitation Project – Post reported that the asphalt contractor retained to complete the ramp asphalt work at Well No. 2 had discovered that the initial asphalt ramp had been laid on clay without base material. Additionally, there appears to be some unexpected moisture content at the top of the hill that needs further investigation before work can continue. As it would be prudent to install the new asphalt ramp properly with base material underneath, it is anticipated a change order will be coming forward from the contractor for the work.

Update on City Website – Post referred to City Clerk Moeller to discuss the status of the new City website. Moeller reported that the City's new website, www.longlakemn.gov, is up and available for viewing and use. The launch of the site has not yet been publicly announced, as the site contains updated email addresses reflecting the City's new online domain name, and those email addresses are not yet functioning. Moeller has been working with the City's technical consultant to pursue activating the email addresses, and had received an email prior to the meeting indicating the service subscription had been registered. Moeller welcomed viewers to visit www.longlakemn.gov, and is anticipating completion of email addresses in the immediate future.

ADJOURN

*A motion was made by Chillstrom, seconded by Carpenter, to adjourn the meeting at 7:50 pm.
Ayes: all. The meeting was adjourned.*

Respectfully submitted,

Jeanette Moeller
City Clerk