



**MINUTES
CITY COUNCIL MEETING
November 1, 2011**

CALL TO ORDER

The meeting was called to order at 6:35 pm.

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

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

Absent: Council: Brian Carpenter (with prior notice)

PLEDGE OF ALLEGIANCE

CITY OF LONG LAKE UPDATE

Mayor Hultmann noted that the Safe Trick or Treating event sponsored by the Long Lake Area Chamber of Commerce on Saturday, October 29 had been successful.

Mayor Hultmann reminded the viewing audience to shop in Long Lake and support local businesses as often as possible.

APPROVE AGENDA

Mayor Hultmann requested that the agenda be amended to add an additional regular business item for discussion pertaining to authorization to release a Request for Proposals for City recycling services.

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of October 18, 2011 City Council Work Session
- B. Approve Minutes of October 18, 2011 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Rescind the Conditional Job Offer Made to Michael Van Patten, Applicant for the Position of LLFD Firefighter
- E. Accept the \$2,300 "Volunteer Fire Assistance" Matching Grant Awarded to the Long Lake Fire Department by the Minnesota Department of Natural Resources
- F. Approve Renewal of the Contract with Embedded Systems, Inc. for Siren Maintenance Through 2012

A motion was made by Skjaret, 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

Hennepin County Update from Commissioner Jan Callison, District 6

Jan Callison, Hennepin County 6th District Commissioner, presented the Council with handouts including a "fast facts" sheet presenting basic statistics, governance summaries, and highlights of Hennepin County, and a fact sheet discussing changes in Hennepin County population and income. Commissioner Callison also touched on how redistricting will affect the County; reviewed the success and results of recent Hennepin County medicine collection events; and updated the Council regarding County budgeting efforts, budget factors being taken into consideration, and how a proposed levy may impact County programs and services. She further responded to Council member questions regarding what she could anticipate would be the final levy proposed by the County; how HCMC would fare through the budgeting process; opportunities or incentives the County has in place to assist cities in establishing more collaborative partnerships; and future provision of County wide services, using elections as an example.

Mayor Hultmann thanked Commissioner Callison for her informative presentation and thanked her for taking the time to speak before the Council.

Appointment of New Firefighters to the Long Lake Fire Department

Fire Chief Van Eyll stated that after an application and interview process, it is the recommendation of staff that conditional job offers for paid on-call firefighters be made to Justin Hinker, Erik Palmer, Philip Fossen, Jennifer Smith, and Shari O'Connor. Van Eyll introduced the candidates to the Council and indicated what their station assignments would be. He noted that one additional candidate initially recommended for appointment, Daniel Slauterbeck, was withdrawn from candidacy due to failure to return phone calls from staff. The resolution prepared by staff for the Council's consideration had been updated to remove his name.

The conditions of the employment offer are that each new firefighter passes a physical exam and agility test. Physical exams are performed through HealthPartners and agility tests are administered by the Long Lake Fire Department. The interview panel consisted of a Station Captain and Assistant Chiefs.

A motion was made by Chillstrom, seconded by Skjaret, to adopt Resolution No. 2011-27 appointing candidates to the position of paid on-call firefighter for the City of Long Lake, which makes conditional job offers to the following individuals: Justin Hinker, Erik Palmer, Phillip Fossen, Jennifer Smith, and Shari O'Connor. Ayes: all.

Mayor Hultmann thanked the firefighters for stepping forward and volunteering.

Van Eyll also highlighted an upcoming shopping event scheduled to take place at Fire Station 1 on Saturday, November 5, featuring home business vendors such as Pampered Chef product sales and others. The event is sponsored by the Slow Burn Brigade.

Accept Proposal from Northern Specialties, Inc. to Construct and Install an Emergency Highway 12 Bypass Access Gate

Post reported that at the last meeting, the Long Lake City Council approved the City of Long Lake taking the lead on the construction of an automated (i.e. Optical Communication or "Opticom") emergency access gate for the Highway 12 Bypass roadway. Council directed staff to work with vendors to accomplish this objective at a project cost not to exceed \$22,000. Since the last council

meeting, staff has contracted with Xcel Energy to bring electricity to the project site at a prepaid contract price of \$7,983.35.

The other construction phases of the project are to construct a slide access gate, excavate and install a retaining wall to allow gate travel room, and to perform the electrical work to connect the gate operator to the Xcel transformer. Wayzata Police Chief Mike Risvold had obtained a quote earlier in the year from Northern Specialties, Inc. to perform this work in conjunction with a grant application. Staff contacted Northern Specialties, Inc. and requested an updated quote. Their current proposal totals \$13,047.00. If the proposal is accepted, the total project cost would be \$21,030.35. Staff will continue to work with other project cost-sharing partners (i.e. MnDOT and the City of Wayzata) to solidify a 1/3 cost participation level. When accomplished, the cost participation for each agency will be approximately \$7,010.00.

Staff recommends approval of the Northern Specialties, Inc. proposal. This project will dramatically improve public safety response to the highway corridor and should be operational by mid-November.

Council members discussed how the proposed gate would function, responsibility for snow removal from the gate access point, and the timeframe for Xcel Energy's completion of the electrical work.

A motion was made by Chillstrom, seconded by Skjaret, to approve an October 26, 2011 Proposal from Northern Specialties, Inc. for installation of an emergency gate for Opticom access to the Hwy 12 Bypass for a total project cost of \$13,047.00 and to authorize its execution by the City Administrator. Ayes: all.

Authorize Release of Request for Proposals for Recycling Collection Services

Post stated that in a work session prior to the regular meeting, the Council reviewed a staff-prepared draft Request for Proposals (RFP) for recycling collection services. The City's current recycling collection contract expires December 30; thus, the approach of the RFP was to be aggressive with timing. Responses would be due back by November 28, and proposals would be considered for approval by the Council at their first meeting in December. Staff is seeking the Council's approval to release the RFP and begin soliciting proposals.

A motion was made by Chillstrom, seconded by Skjaret, to authorize staff to release the Request for Proposals for Recycling Collection Services to receive quotes for curbside recycling from vendors. Ayes: all.

OTHER BUSINESS

Wayzata Boulevard Solar Lighting Fixtures – Council member Skjaret observed that the solar lighting in some of the landscaping features along Wayzata Boulevard W did not appear to be functioning properly and wondered whether they are in need of maintenance. Mayor Hultmann responded that he has been working with Touchstone Lighting representatives to improve the functionality of the lighting fixtures, and at issue may be the need for ongoing changes in the angle of solar collector equipment to assure capture of solar energy during the differing seasons and light conditions. Council members discussed the need to review whether a service contract with Touchstone Lighting would cover making ongoing adjustments, or whether training for Public Works staff may be needed.

Vacuum Sweeping – Council member Skjaret commented that he had been pleased to see vacuum street sweeping equipment in use in his neighborhood, the Greenhill Lane/Glenmoor Lane area.

Work Session Scheduling – Council member Chillstrom suggested that a work session of the Council be scheduled for Monday, November 28 beginning at 5:30 for the Council to meet in preparation for their joint session with the Orono City Council on November 29.

Coyotes in Long Lake – Council member Chillstrom reminded residents to watch their pets and keep them in at night to protect them from coyotes. Area residents are continuing to lose pets to coyotes and have observed coyotes becoming more active.

Resident Kathy Gustafson, 157 Inglewood Street, reported that her neighbor's cat had recently been destroyed by a coyote. She and her neighborhood are seeking permission to independently employ a trapper for coyote removal. Council members discussed areas of frequent coyote sightings, availability of public education materials regarding coyotes, and whether or not neighborhoods could trap coyotes without issue. Post indicated he would discuss the legality of coyote trapping with City Attorney Jeff Carson and would report back to the Council.

Dogs Off Leash – Ms. Gustafson also reported that since a recent incident between her dog and a neighbor's dog, she had become more aware of the number of dogs out and off their properties without leashes. She questioned how the City's leash law could be enforced. Administrator Post advised that if there is a dog out at large, residents are encouraged to contact the Wayzata Police Department. If a dog is licensed, they are returned to the owner with a warning, and possible ticketing for multiple offenses. If a dog is not licensed, they may be impounded. Council members discussed off leash dogs. City Clerk Moeller indicated she would include reminders of leashing responsibilities in dog license renewal letters and in the next edition of the City newsletter. Council member Olson also suggested advertising the City leash law at the Holbrook Park seasonal off-leash dog area.

Planning Commission Meeting Rescheduled – Post stated that due to it being an election day in Minnesota, the November 8 Planning Commission meeting needed to be rescheduled. The Planning Commission will be meeting instead on Wednesday, November 9.

Engineering Consultant Proposals for County Turnback Project – Post noted that on the following Thursday, he will be attending a meeting at the Hennepin County Public Works facility to review engineering consultant proposals for the Wayzata Boulevard W turnback effort.

2012 Budget Factors – Post reported that he had received some news which would positively impacting 2012 budgeting. First, though he had anticipated an increase in the City's health and dental insurance rates estimated at approximately 5%, the City's insurance carrier had submitted a rate increase of 1%. Additionally, the amount the City will be required to spend on I/I reduction efforts in the following year will be significantly less than the amount required for 2011.

ADJOURN

A motion was made by Chillstrom, seconded by Olson, to adjourn the meeting. Ayes: all. The meeting was adjourned at 7:30 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk