



**MINUTES
CITY COUNCIL MEETING
July 17, 2012**

CALL TO ORDER

The meeting was called to order at 6:39 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; City Assessor: Mike Schachterle; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

CITY OF LONG LAKE UPDATE

Mayor Hultmann read aloud a letter from resident Bryan Miller thanking the Public Works staff for work they'd recently completed in response to a previous letter of complaint he had submitted regarding various items.

He also highlighted upcoming events including a public open house to be held August 9 at Lake Community Bank regarding the CSAH 112 turnback project; and Night to Unite activities to be held Tuesday, August 7 in Hardin Park and Holbrook Park.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of July 3, 2012 City Council Work Session
- B. Approve Minutes of July 3, 2012 City Council Meeting
- C. Receive Unofficial Draft Minutes of July 10, 2012 Planning Commission Meeting
- D. Approve Vendor Claims and Payroll Approve Vendor Claims and Payroll
- E. Receive Unofficial Draft Minutes of June 26, 2012 Park Board Meeting

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

OPEN CORRESPONDENCE

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

BUSINESS ITEMS

Approval of City Assessor Services Agreement

Post stated that previously Mike Schachterle, on behalf of Schachterle and Sheplee Assessment Partners, presented the City with a proposal for a new agreement to continue provision of assessing services. The proposal was discussed at a June 19, 2012 Council work session meeting. Council was generally pleased with the level of services being provided by Assessment Partners to the City, made aware of city assessor costs being incurred by other similarly sized western Hennepin County cities, and directed staff to make a counter-offer related to the agreement term, the "at-will" nature of the agreement, and the fee amount. After discussion, Assessment Partners agreed to the proposed changes. City Attorney Jeff Carson has reviewed the proposed agreement. Attorney Carson suggested minor revisions (i.e. vendor paying postage costs, the City being provided a copy of Partners liability insurance, and agreement extension requiring the affirmative written action by both parties). His changes have been incorporated in the final agreement document presented before the Council for action.

Council, staff, and Mr. Schachterle discussed his many years of service to the City, the advantages of having an assessor truly familiar with the community, and Mr. Schachterle's thoughts on the future of property values in town.

A motion was made by Chillstrom, seconded by Carpenter, to approve an Assessing Services Agreement with Assessment Partners (Schachterle and Sheplee) for an annual fee of \$18,300 retroactive to the assessment year beginning July 1, 2012 and to direct the Mayor and City Administrator to execute the agreement. Ayes: all.

Approval of 2012 Sanitary Sewer I&I Phase II Project

Post reported that at the May 15, 2012 meeting, the Council previously approved Phase I of the 2012 Sanitary Sewer I&I remediation project for sewer lining, joint and manhole sealing at a cost of \$50,427. Council also approved a plan scope for Phase I and Phase II at a total project cost not to exceed \$75,000.

Staff issued an RFQ for Phase II of the project in June and received quotes from two contractors. The low quote was from Widmer Construction, LLC. There was a wide variation in the quote received from the other RFQ responder. Widmer has done satisfactory work for the City for over thirty years and is knowledgeable about the City's sanitary sewer system. If approved, the contractor would have until October 19 to complete the work. In an effort to control costs, the City Public Works Department will be working with the contractor to facilitate the restoration of disturbed areas including asphalt, curbing, and sod.

Staff had earlier estimated Phase II costs to be \$20,700. Coupled with the already approved Phase I project costs, acceptance of the Widmer Construction, LLC Phase II quote will result in total project costs of \$73,858.00 – below the not to exceed limit of \$75,000.00.

Post added that since the total Phase I and Phase II project cost would exceed the amount budgeted for sanitary sewer repairs in 2012, additional funds from antenna rental revenue would be allocated to fund the project.

A motion was made by Skjaret, seconded by Chillstrom, to approve the quote from Widmer Construction, LLC of Minnetrista, Minnesota to complete the excavation, repair or replacement; correction of abandoned lines; and reconstruction of manhole inverts of the sanitary sewer system in District 3 (the downtown area) in the amount of \$23,431.00 as detailed in the Request for Quotation (RFQ) for Sewer Repair Work Plan document. Ayes: all.

OTHER BUSINESS

Illegal to Pass Signage – Council member Skjaret thanked Police Chief Mike Risvold for pursuing installation of signage on westbound CSAH 112 reminding drivers that it is illegal to pass on the shoulder of the road.

Locks of Love Participation – Noting that the public may observe his changing appearance, Council member Chillstrom stated that he is growing out his hair for donation to the Locks of Love program which benefits cancer patients.

Signage Issues at Nelson Lakeside Park – Council members and staff held discussion regarding future signage changes at Nelson Lakeside Park; including “no boat and trailer parking on Lake Street” signage, signs preventing extended mooring at the public launch, boat traffic directional guidelines for lake users, and a bulletin board type kiosk or sign for staff to post event fliers and notices. Staff received direction to immediately post “no boat and trailer parking” signage on Lake Street. Further signage ideas will continue to be explored by the Park Board. Council also discussed the feasibility of establishing the City’s right to declare the lake a “no wake zone” during high water conditions. Staff was directed to contact the MnDNR, MCWD, and Hennepin County Sherriff’s Water Patrol to gain insight on both how to establish a “no wake zone” and how to determine what the high water mark of the lake would be.

Long Lake Rowing Club Update – Post indicated that the Long Lake Rowing Club had submitted a site plan which was necessary for building permit review to proceed. City Clerk Moeller noted that the inspector would be needing additional items and further clarification on the proposed structure for the plan review process.

ADJOURN

A motion was made by Skjaret, seconded by Chillstrom, to adjourn the meeting. Ayes: all. The meeting was adjourned at 7:15 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk