



**MINUTES
CITY COUNCIL MEETING
April 2, 2013**

CALL TO ORDER

The meeting was called to order at 6:33 pm.

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

Staff Present: City Administrator: Terrance Post; Public Works Director: Marv Wurzer; City Attorney: Jeff Carson; City Engineer: Brian Bourrassa, WSB & Associates; and City Clerk: Jeanette Moeller

Absent: Council: Kurt Kaminski

PLEDGE OF ALLEGIANCE

LONG LAKE NEWS UPDATE

Mayor Hultmann provided the following updates:

- The Police Department was able to make an arrest of the individual responsible for robbing three homes in the Wolf Pointe Woods neighborhood in Long Lake.
- Long Lake resident Jason Barnes was recently hired as a full-time Police Officer serving the Orono Police Department. Mayor Hultmann offered his congratulations to Mr. Barnes, who was previously employed for a number of years as a Community Service Officer for the Orono Police Department prior to his advancement.
- Watermain breaks have been in excess compared to recent years, with Public Works recently completing repair on the sixth watermain break of the season. This may be a result of colder temperatures this winter for a more extended period of time versus the last few winters.
- Recently Mayor Hultmann had received a number of phone calls regarding refuse haulers collecting garbage prior to 7:00 am. Measures will be taken to correct the situation.

Lastly, Mayor Hultmann reminded the viewing audience to continue to shop local as often as possible.

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 March 19, 2013 City Council Work Session
- B. Approve Minutes of March 19, 2013 City Council Meeting
- C. Approve Vendor Claims and Payroll

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

OPEN CORRESPONDENCE

David Osmeck, State Senator - District 33

Senator Osmeck appeared at the meeting to introduce himself to City Council and staff members. He described both his background and his familiarity with local government through service as a former Mound City Council member; and discussed the work of the Senate committees he is currently involved with. He distributed his contact information to Council members and noted either he or his legislative assistant can be easily reached for any comments, concerns, or questions.

BUSINESS ITEMS

Assessment Hearing and Adoption of Assessment Roll – Brimhall Avenue and Tamarack Avenue Improvement Project

Post introduced Engineer Brian Bourrassa of WSB & Associates, and discussed the assessment hearing process.

Engineer Bourrassa provided an overview of the Brimhall Avenue and Tamarack Avenue utility and street work proposed; discussed how project details had changed in response to feedback from property owners through multiple neighborhood meetings and opportunities for public comment at Council meetings; reviewed the results of the recent bid opening for the project; discussed the project construction timeframe; and detailed the formula for calculation of special assessments to benefiting property owners.

Post reviewed the multiple funding sources to be used for the project which include utility funds, special assessments, bonding, and MCES grant funds.

Mayor Hultmann opened the assessment hearing at 6:50 pm.

Cliff Otten, owner of multiple properties within the project area, questioned what costs were included in the total project budget over and above the low bidder's contract fee; and noted that City Engineer Jason Wedel had met with him to further explain the calculation of special assessments affecting his properties.

Post clarified that the total project budget would also include engineering costs, construction administration fees, and a 10% contingency for any change order situations that may arise during the project work.

Mr. Otten noted that he understands the calculation of assessments but feels that one of his parcels in particular, 525 Tamarack Avenue, will not necessarily be receiving a benefit equal to the assessment.

Hearing no other comments, Mayor Hultmann closed the assessment hearing at 6:56 pm.

A motion was made by Skjaret, seconded by Chillstrom, to approve Resolution No. 2013-11 adopting the assessment for the 2013 Brimhall Avenue and Tamarack Avenue Improvements Project. Ayes: all.

Receive 2012 Financial Audit Report

Post reported that the City had contracted with the Abdo Eick & Meyers (AEM) CPA firm to conduct an external audit of 2012 financial activities, render an opinion on the audit results, and prepare an assessment of the system of internal controls. He noted the completed AEM audit report includes a "clean opinion".

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 with assistance from Administrator Post.

OTHER BUSINESS

Crappie Fishing Contest – Council member Chillstrom indicated the Orono Lions Club, in conjunction with other area Lions Club organizations, are partnering to sponsor a crappie fishing contest on Lake Minnetonka on April 20. More information will be available online at oronolions.org.

Annual LLFRA Pancake Breakfast – Mayor Hultmann noted the annual Long Lake Firefighters Relief Association all you can eat pancake and french toast breakfast will be held at Fire Station 1 on Sunday, April 14.

CSAH 112 Project Open House – Council member Olson commented she had heard the CSAH 112 Project Open House had gone well, and questioned the next steps in the turnback plan process. Post stated that Hennepin County and their consulting firm, SRF, will be working to incorporate changes to the preliminary design plan. The amended plan will be reviewed by both the CSAH 112 TAC and PAC committees at their April meetings. Work will continue on achieving a preliminary design plan for presentation to both the Long Lake and Orono City Councils for their review.

New Street Signs – Post advised that new green and white larger format City street signs will be installed over the spring and summer months.

City Attorney Comments – City Attorney Carson commented favorably on the City's assessment hearing process for the Brimhall Avenue and Tamarack Avenue Street Improvement Project. He also noted that he looks forward to meeting new Council member Kurt Kaminski in the future.

Park Board Meeting – City Clerk Moeller indicated a Park Board meeting is likely to be scheduled for Thursday, April 11 at 5:30 pm pending availability of Park Board members.

Spring Leaf Pickup Dates – Council member Skjaret questioned whether spring leaf pickup dates had been scheduled yet. Moeller responded that spring leaf pickup will take place on Tuesday, April 30 and Tuesday, May 7. Spring leaf pickup dates were included in the City newsletter mailed recently to residents as an insert to their utility bills.

ADJOURN

A motion was made by Chillstrom, seconded by Skjaret, to adjourn the meeting. Ayes: all. The meeting was adjourned at 7:29 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk