



**MINUTES
CITY COUNCIL MEETING
November 4, 2013**

CALL TO ORDER

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

Present: Mayor: Tim Hultmann; Council: Kurt Kaminski, 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: None

PLEDGE OF ALLEGIANCE

LONG LAKE NEWS UPDATE

Mayor Hultmann reminded residents that fall street sweeping will be taking place in the coming week, and leaves must not be raked into the street and should be properly disposed of.

He also recognized City Administrator Terry Post who will be leaving employment on November 8, indicated it had been a pleasure working with him, and wished him the best in his future endeavors.

Lastly, Mayor Hultmann asked that everyone continue to shop local and support the community's businesses as often as possible.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of October 15, 2013 City Council Work Session
- B. Approve Minutes of October 15, 2013 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Approve Engagement Letter with Abdo, Eick & Meyers LLP for 2013 Audit Services
- E. Approve Contract with Embedded Systems, Inc. for Siren Maintenance Through 2014
- F. Adopt Resolution No. 2013-43 Amending Authorized Signers on the City's Checking Account
- G. Accept Retirement of Firefighter Jack Peltier

With new firefighter candidates in attendance at the meeting, Mayor Hultmann opted to read aloud the staff report for Consent Agenda Item G accepting the retirement of long time firefighter Jack Peltier.

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

OPEN CORRESPONDENCE

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

BUSINESS ITEMS

Appointment of New Firefighters

Chief Van Eyll indicated that with the completion of an application and interview process, staff is recommending that conditional job offers for the position of paid on call firefighter be made to Mac Bettingen, Andrew Conroy, Justin Mueller and Scott Spinks. The interview panel consisted of Fire Lieutenants, Station Captains and the Assistant Chief. The split between the stations is one firefighter for Station 1, and three individuals responding to Station 2. Hiring would be conditioned upon each new firefighter passing their physical exam, physiological exam, agility test and successfully completing their probationary period.

A motion was made by Kaminski, seconded by Chillstrom, to adopt Resolution No. 2013-44 appointing the following candidates to the position of paid on-call firefighter, with contingencies: Mac Bettingen, Andrew Conroy, Justin Mueller and Scott Spinks. Ayes: all.

Resolution Supporting Amendments to LMCC Joint Powers Agreement

Post reported that the Council had an opportunity to discuss this agenda item with Sally Koenecke, LMCC Executive Director, in a work session prior to the regular meeting. The Lake Minnetonka Communications Commission (LMCC) is in the midst of franchise renewal discussions with cable services provider Mediacom. As part of this process, several member cities have weighed in with actions to either leave the Joint Powers Agreement (JPA) group at the end of the year, or offer suggestions to revise the existing joint and cooperative agreement by amendment.

The resolution presented for the Council's consideration details the most significant amendments to the JPA that are being proposed including future amendments to be approved by a two-thirds majority instead of the current amendments having to be approved by all member cities; and defining certain withdrawal conditions. Staff recommends adoption of the resolution as presented approving the JPA amendments.

Council member Skjaret noted that as Long Lake is a member of the LMCC, residents can contact the LMCC and request they serve as an intermediary with Mediacom in the event of customer service issues with the cable provider to assure issues are resolved in a timely manner.

A motion was made by Chillstrom, seconded by Kaminski, to adopt Resolution No. 2013-45 approving various amendments to the Lake Minnetonka Communications Commission Joint Powers Agreement, and directing staff to promptly communicate the City's decision to the LMCC Executive Director. Ayes: all.

Approve 2014 Utility Rates for Inclusion in 2014 City Fee Schedule

Post presented his recommendations for 2014 utility rates and highlighted the following:

- As previously communicated when the information became available in late summer, the Sanitary Sewer Utility will be incurring higher 2014 wastewater treatment charges from the Metropolitan Council Environmental Services Division based upon the July 1, 2012 through June 30, 2013 flow year. Fixed treatment costs will increase by 8.29%. Staff recommends increasing the per 1,000 gallon usage rate from the current \$5.90 to \$6.20 for 2014, resulting in a 5.08% rate increase for this service in 2014.

- The new three-year, single sort recycling contract with Waste Management began in 2012. While the base cost increased almost 30% compared to the previous dual-sort cost, the contract also allowed the City to participate in a Recycling Materials Offset (RMO) program. Participation in the recyclables market in 2013 has not been as positive as 2012, with the base cost reduced by a factor of about 30% - recent months have been trending with no credits being generated whatsoever. Staff recommends increasing the quarterly fixed rate from the current \$6.80 in 2013 to \$9.15 in 2014. This level of rate increase will be necessary for this enterprise utility to achieve a fund break-even point at December 31, 2014 assuming that the less-positive 2013 RMO experience continues into 2014.
- Staff recommends no 2014 change in volume charge rates and only a modest 2.5% fixed rate increase (i.e. from \$3.95 to \$4.05 per quarter) for the water utility. No fixed rate changes are recommended for the surface water management utility.

If approved, the 2014 City Fee Schedule to be adopted in December will reflect the rates proposed.

Council and staff discussed the economic factors influencing the value of recyclable materials sold.

A motion was made by Skjaret, seconded by Chillstrom, to approve utility rates for inclusion in the 2014 City Fee Schedule to reflect water, sanitary sewer, storm water management, and recycling utility usage and base rates. Ayes: all.

Accept Proposal from WSB & Associates to Complete MS4 Permit Application

Post stated that in recent years, staff has annually completed MS4 permit reports for submittal to the Minnesota Pollution Control Agency (MPCA); however, reporting requirements have been drastically overhauled to request specific detailed information to a degree that staff feels it would be beneficial to have this year's document completed by the City Engineer.

Wurzer reported that the original MS4 permit application first required and submitted in 2002 and the renewal application done in 2006 were completed by SEH Engineering with the assistance of Long Lake staff. Permits are issued only to applicants who agree to and implement significant storm water control measures and reporting procedures. Long Lake is currently in compliance with the MPCA requirements and will continue to be in compliance with this permit submittal. Staff has determined that the new MS4 application has significant changes that will require the technical skills and experience of the Water Resource Manager for WSB Engineering, Jesse Carlson.

Wurzer added that this detailed permit application must be completed every five or so years; but annual reporting in between these types of applications is able to be completed by staff. Engineer Carlson will be sharing a system with staff to assist in documentation to prepare for each report. This system will be advantageous as the MPCA begins conducting "spot audits" of cities for compliance with MS4 permit requirements, allowing information to be readily available in the event of an audit.

A motion was made by Chillstrom, seconded by Kaminski, to accept the September 17, 2013 proposal from WSB & Associates to complete the Municipal Separate Storm Sewer System (MS4) Storm Water Pollution Prevention Plan (SWPPP) Application for Reauthorization. Ayes: all.

OTHER BUSINESS

Administrator Hiring Process and Meeting Scheduling – Post updated the Council regarding the City Administrator hiring process and the candidate pool. The Council will be meeting in a work

session on November 14 to narrow the group of candidates for interview to 5 individuals, with interview activities subsequently taking place on November 22 and 23. The names of candidates are not yet public information at this time.

A motion was made by Chillstrom, seconded by Skjaret, to establish the following meeting dates: a November 14, 2013 work session to review candidate applications, and meeting again on November 22 and 23, 2013 to conduct candidate interviews. Ayes: all.

CSAH 112 Open Forum Meeting – Council members discussed their November 19 meeting schedule, with the regular meeting beginning at 5:30 pm, to be followed by an Open Forum for discussion of the CSAH 112 Turnback Project proposal and public comment regarding the project. Council member Olson asked that the CSAH 112 Project Advisory Committee members be encouraged to attend, as they may be able to offer explanation for some of their conclusions arrived at.

Long Lake Rowing Club – Council member Kaminski commented that the Long Lake Rowing Club's Interim Use Permit is due to expire shortly. Post added that the LLRC has not stepped forward with any application for a build out on the former Billy's Lighthouse site, and a representative of the LLRC was recently reminded that the Interim Use Permit is about to expire and is non-renewable. Mayor Hultmann also noted that the LLRC will be losing their current practice facility office located out of the old convenience store building on the Gear West site once Gear West begins construction of their Phase II building.

Bank President Retiring – Council member Kaminski reported that Mike Byrne, long time President of Lake Community Bank, is retiring November 21.

Lift Station Easement Issue – Council member Skjaret questioned whether the easement issue at the lift station had been resolved in preparation for installation of the generator on site. Post responded that after further review it was determined that the gas line could be run to the site within existing right of way.

Eagle Scout Veterans Memorial – Council member Chillstrom complimented a local Eagle Scout troop for their project to install a Veterans Memorial at Orono City Hall.

School District Elections – City Clerk Moeller stated that although the City of Long Lake does not have odd-year elections, the Orono School District will be holding an election for school board offices and an operating referendum on Tuesday, November 5. Their election will take place at the Orono School District administrative offices. Complete information may be found on the School District's website.

ADJOURN

A motion was made by Kaminski, seconded by Chillstrom, to adjourn the meeting. Ayes: all. The meeting was adjourned at 7:00 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk