



**MINUTES  
CITY COUNCIL MEETING  
December 2, 2014**

**CALL TO ORDER**

The meeting was called to order at 6:32 pm.

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

**Staff Present:** City Administrator: Scott Weske; Planning Consultant: Addison Lewis; Public Works Director: Marv Wurzer; and City Clerk: Jeanette Moeller

**Absent:** Council: Kurt Kaminski (with prior notice)

**PLEDGE OF ALLEGIANCE**

**LONG LAKE NEWS UPDATE**

Mayor Hultmann offered the following updates:

- Mayor Hultmann noted that two individuals fell through the ice on Long Lake last weekend, and reminded everyone to be careful on the ice as temperatures continue a warm and freeze cycle.
- Reporter Amanda Schwarze has left employment with "The Pioneer" newspaper. Mayor Hultmann noted she was very honest and fair in her coverage of the City over the years, and wished her the best in her future endeavors.
- The Slow Burn Brigade auxiliary will be holding a toy and food drive on Saturday, December 6 beginning at 9:00 am at Fire Station 1. Donations received will benefit the WeCAN program. Santa will be appearing, and there will be face painting, a bouncy castle, refreshments and treats, and a shopping boutique.

Lastly, Mayor Hultmann reminded everyone to always shop local when 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 November 18, 2014 City Council Work Session
- B. Approve Minutes of November 18, 2014 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Authorize City Administrator to Hire Seasonal Employees to Staff the Holbrook Park Rink/Warming House for the 2014-2015 Winter Skating Season
- E. Approve Engagement Letter with Abdo, Eick & Meyers LLP for 2014 Audit Services

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

## OPEN CORRESPONDENCE

**Dan MacDonald, 335 Russell Lane** – Mr. MacDonald appeared to note that the new solar speed monitoring sign on Wayzata Boulevard W at the east end of town continues to be inaccurate in his experience. He added that similar signs in the Hennepin County cities of Wayzata and Brooklyn Center are both accurate. Mayor Hultmann stated that the County did recalibrate the sign, and encouraged Mr. MacDonald to leave his email contact information with City Clerk Moeller so that he can be contacted by County staff directly. Mayor Hultmann assured Mr. MacDonald he would be contacted by the appropriate County staff member.

**Bob Hardin, Orono Woods** – Mr. Hardin thanked Otten Bros. for doing a fantastic job putting together a wreath for display at the Long Lake Veterans Memorial on Veterans Day.

## BUSINESS ITEMS

### Public Meeting to Discuss Proposed 2015 Budget and Levy

Mayor Hultmann opened the public meeting to allow the public to inquire or comment on the City's proposed 2015 budget and levy at 6:40 pm.

Hearing no comment, Mayor Hultmann closed the public comment portion of the meeting at 6:41 pm.

Administrator Weske stated that the proposed 2015 operating levy of \$915,787 coupled with a required 2015 debt service levy of \$148,792 produces a total 2015 proposed levy of \$1,064,579, or a 5% increase compared to the adopted total 2014 payable levy. Several factors influenced the determination of the proposed 2015 operating levy in terms of changes from the adopted 2014 General Fund Budget. Budget considerations include:

- A 10% increase in employee health insurance premiums was estimated. Real numbers presented would have resulted in an 18-24% increase. Council adjusted insurance packages to closer reflect the 10% increase in the budget.
- An assumption that \$8,400 of Local Government Aid (LGA) will be received in 2015.
- 2015 contract police protection services from the City of Wayzata increasing 3.0% from the 2014 level by \$15,118.
- Fire Department operating expenditures of \$429,900 raising an estimated \$8,000 compared to 2014. The application of the Fire Service Contract Agreement cost allocation formula will result in the percentage of the allocated Fire Department expenditures to the City of Long Lake decreasing from 11.29% in 2014 to 11.28% in 2015.
- 2015 estimated rate increases by line of coverage to include liability property, and workers' compensation an average increase of 5%.
- A .50 Full Time Equivalent (FTE) headcount addition was continued to be budget for.

Staff is recommending no modifications be made to the previously adopted proposed levy.

### Planning Case #2014-13 / Keith Unger, Long Lake Assisted Living, 345 Brown Road N – Request to Amend Resolution No. 2011-07 Regarding Conditions of Approval for Expansion of Legal Non-Conforming Use

Planning consultant Lewis reported that in 2011, the City Council adopted a resolution approving the expansion of a legal non-conforming use and Final Site and Building Plan Review for a building addition for the Long Lake Assisted Living facility located at 345 North Brown Road. The applicant obtained a building permit to construct the addition earlier this year and the addition is now either at

or near completion. The original resolution of approval included a condition that the applicant is required to install 17-20 six feet high techy arborvitae trees, per a planting plan approved by the Long Lake City Administrator, along the western lot line of the parking lot prior to the issuance of a Certificate of Occupancy for the addition. This condition of approval was included to provide screening of the parking lot from the adjacent single family homes to the west.

To date, the trees have not been installed and the applicant is requesting to be issued a Certificate of Occupancy prior to planting the trees. City staff met with the applicant who expressed concern that the trees will die if installed this late in the season due to cold temperatures. As part of the present land use application, the applicant has outlined in an email to City staff why the trees were not able to be planted earlier in the season.

The applicant is requesting to have the condition of approval amended so that a Certificate of Occupancy may be issued prior to the installation of the trees; is proposing to have the trees installed no later than May 31, 2015; and will submit a \$4,000 escrow to cover the City's costs, should the City have to take action to install the trees if they are not installed by this date.

The previously approved resolution also required that the applicant reconfigure the parking area adjacent to Brown Road to alleviate the existing unsafe "head-in" parking configuration and construct the proposed trash enclosure indicated on the site plan prior to the issuance of a Certificate of Occupancy. That applicant has stated that these two items will be addressed no later than November 24, 2014.

The requested action to amend a resolution approving the expansion of a non-conforming use requires a four-fifths (4/5) vote of the entire Council.

It was the consensus of Council members present that the applicant's request was reasonable.

Council member Chillstrom asked that brush and dirt piles remaining on the site be cleaned up if possible at this time, and reminded the applicant to make sure the storm drain on the site is clear of obstruction prior to spring drainage.

*A motion was made by Skjaret, seconded by Chillstrom, to adopt Resolution No. 2014-40 amending the conditions of approval outlined in City Council Resolution No. 2011-07. Ayes: all.*

## **OTHER BUSINESS**

**Review of Work Session** – Council member Chillstrom noted that in a work session prior to the regular meeting, the Council had discussed flooding of the Hardin Park rink on a trial basis and monitoring usage of the rink for further evaluation; and continued discussion of the proposed 2015 operating budget.

**Santa at True Value Hardware** – Council member Chillstrom noted that Santa would be making a visit to True Value on December 15, 2014.

**Highway 12 Turnback Open Forum** – Council member Olson asked for confirmation that staff and Council members will be hosting an informal open forum to discuss updates to the CSAH 112 Turnback Project designs on Tuesday, December 9 at 5:15 pm prior to the Planning Commission meeting. Staff confirmed the open forum preparations are on schedule.

**ADJOURN**

*A motion was made by Chillstrom, seconded by Skjaret, to adjourn the meeting. Ayes: all. The meeting was adjourned at 6:53 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk