



**MINUTES
CITY COUNCIL MEETING
January 5, 2016**

CALL TO ORDER

The meeting was called to order at 6:30 pm.

Present: Mayor: Donny Chillstrom; Council: Kurt Kaminski, Jahn Dyvik, Marty Schneider, and Liz Olson

Staff Present: City Administrator: Scott Weske; Planning Consultant: Addison Lewis; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

LONG LAKE NEWS UPDATE AND WORK SESSION REVIEW

Mayor Chillstrom offered the following updates:

- In a work session prior to the regular meeting, the City Council discussed goals for the coming year, including a variety of ordinance projects, and working towards the installation of a radio read water meter system.
- Mayor Chillstrom encouraged shopping local as often as possible.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of December 15, 2015 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Approve Request by Audi Club North America to Conduct a Raffle Drawing on December 16, 2016 at Shavlik Financial
- D. Approve Ordinance No. 2016-01 Adopting the 2016 Fee Schedule for the City of Long Lake
- E. Adopt Resolution No. 2016-02 Appointing Resident Lori Goodsell to the Position of Economic Development Authority Member Serving a Term Effective January 2016 through December 31, 2017

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

OPEN CORRESPONDENCE

Representative Jerry Hertaus, District 33A – Representative Hertaus stopped by to remind the Council that the legislature will be convening on March 8, and welcomed the Council to contact

either him or his staff regarding any legislative issues of importance to Long Lake. During the upcoming short session, priorities will include addressing unfinished business of the last legislative session – including addressing both a transportation and tax bill. Regarding transportation, currently small cities under 5,000 in population are ineligible for Minnesota State Highway Aid funds. That cannot be changed without an amendment to the state Constitution; however, the legislature will be working towards including an alternative way to appropriate funds for transportation improvements to small cities in the transportation bill package through a formula that would be based on the miles of county roadway within a community. Also, with regard to the tax bill, the legislature will be discussing the handling of a surplus of general fund reserves, as well as reviewing the State General Levy Tax previously adopted in 2002 during Governor Ventura's administration which applied a fourth tier of taxation on commercial and industrial properties. For the benefit of smaller businesses, Representative Hertaus will be advocating for an exemption to the State General Levy Tax for smaller businesses valued under \$500,000.

Representative Hertaus responded to Council member questions regarding whether any waiver of taxation for businesses during a construction period was possible; and how best to put desired Highway 12 safety improvements before MnDOT for earlier consideration. Representative Hertaus noted that he has been actively involved in the activities of the Highway 12 Safety Coalition, and in the future may be calling on Mayors and City Council members to testify at the capitol on the need for allocation of funding for accelerating safety improvements to the roadway.

Tim Hultmann, 280 Lakeview Avenue – Former Mayor Hultmann indicated that he had recently received a number of phone calls and emails regarding the movement of the Snowball Open event to the Birch's on the Lake site. Questions posed to him related to safety and parking as a priority concern. Comment was also received as to whether the two City Council members who are Orono Lions Club members would be voting on a Special Event Permit application or abstaining. Some commenters expressed their feeling that the relocation of the Snowball Open to the Birch's site would negatively impact downtown businesses that have traditionally benefited from the event's location in the heart of town.

Mayor Chillstrom, who is a member of the Orono Lions Club - noted that regarding abstaining from voting on the permit application, with his duties as Mayor taking priority he has not been involved in the planning of this year's Snowball Open fundraiser, nor was he involved in the Club's decision to move the event location. The Orono Lions Club spends a lot of time on the Snowball Open fundraiser, with proceeds of the event solely given back to community needs and purposes. With no personal benefit being present, Mayor Chillstrom indicated he did not see a reason why either he or fellow Orono Lions Club and Council member Kurt Kaminski would be unable to vote on permit's consideration. Conditions that would apply to permit issuance are set forth to assure public safety concerns will be met.

Roger Adams, 1130 Underhill Circle, spoke as an Orono Lions Club member and a planner of this year's event. He clarified that the event is solely the Orono Lions Club Snowball Open – it is not the Long Lake Chamber of Commerce Snowball Open, nor the Birch's Snowball Open. The event is a fundraiser held with the benefit to the Orono Lions Club being solely the joy of serving the community. Though he understands there is some contention about the event's move, participation has lessened over recent years and it has been a struggle to find business sponsorship. This year, for the first time, the Orono Lions Club was approached by a business (Birch's) that indicated they would like to be a major event sponsor and would help facilitate advertising on a greater scale. The Orono Lions Club saw Birch's offer as an opportunity to grow the event and decided to try something different. The Special Event Permit application is largely needed should ice conditions be insufficient and the event need a land-based location, which would be Nelson Lakeside Park. The park is proposed to be used for parking. The Orono Lions Club will be running a shuttle vehicle to

assure safe movement of attendees from downtown parking locations. Snowball Open activity won't be in Birch's – the event takes place on the lake ice. Birch's will be sponsoring a hole for the on-ice golf course. Birch's has also indicated they will be making sure there are safe paths around the building to the ice. The Orono Lions Club has also received a permit from the City of Orono for use of their Summit Park for site access.

BUSINESS ITEMS

Special Event Permit Request for Snowball Open 2016

City Clerk Moeller reported that the Orono Lions Club is requesting a Special Event Permit to sponsor their 29th annual Snowball Open fundraiser on Saturday, January 30, 2016. The event is comprised of an on-ice 18-hole putt-putt style golf course on Long Lake, and prizes or food booths at holes are present if sponsored. Proceeds from the event annually benefit local organizations; including supporting the RED Lion reading program, assisting senior citizens in local food shelves, and more.

For many years now, the Snowball Open has been held based out of Nelson Lakeside Park. New in 2016, the Orono Lions Club is proposing to host their annual Snowball Open based in front of the Birch's on the Lake restaurant property and on Long Lake in the vicinity of the restaurant, also using Orono's Summit Beach as an access point. They had also originally requested use of the Nelson Lakeside Park parking lot to allow for an auxiliary parking site only. Unusually warm winter weather conditions have impacted lake ice formation this season, and in anticipation of the potential for a lack of adequate ice to allow on-lake activities, the Orono Lions Club has applied for a Special Event Permit that would allow use of Nelson Lakeside Park for parking, or for more intensive Snowball Open activities to take place in the park if needed.

Staff recommends approval of this application contingent on receipt of documentation and satisfaction of conditions as specified in the attached Special Event Permit. In response to public comment and concern, and to address the safe movement of traffic, Police Chief Risvold has imposed permit conditions including:

- No parking on County Road 112, including the portion of the road on the north side between Birsch's east and west driveways (that area should be posted "no parking").
- No event parking in the Glenmoore Lane neighborhood across County Road 112. That neighborhood should be posted "no parking."
- Participants should be shuttled from off-site parking in the downtown area to the event.

Council member Schneider noted that if ice thickness is a concern, the Wayzata Chili Open has experience with working out compromises due to ice conditions and assigning times for on-ice golf hole sponsors to have vehicles on the ice transporting their supplies. He also added that the Orono Rotary Club will be hosting the Ice Madness Winter Festival based at Nelson Lakeside Park on February 20, with the Red Rooster also being a bit of a headquarters for the event.

Council member Olson stated that although the Snowball Open move does detract from the festive spirit she has enjoyed as a resident of the downtown area during past years events, it is good the downtown area will have another event to look forward to.

A motion was made by Kaminski, seconded by Dyvik, to adopt Resolution No. 2016-01 approving issuance of Special Event Permit #S2016-01 for the Orono Lions Snowball Open 2016 to be held January 30, 2016. Ayes: all.

2016 City Appointments

Moeller indicated that the City Council annually makes appointments for City committees and positions in December or January for the coming year. She presented a review of open positions and areas for discussion, including:

- Mayor Pro-Tempore - A member of the City Council must be appointed to the position of Mayor Pro-Tempore at the first meeting of the year. The role of this individual is to serve in the capacity of Mayor should the Mayor be unavailable to do so. Historically, the Mayor has recommended his/her preferred appointee, to be voted on by the Council. For the year 2016, Mayor Chillstrom has recommended that Council member Liz Olson continue to serve as Mayor Pro-Tempore.
- Fire Advisory Committee - Two Council members are appointed to this committee annually, and an alternate may be appointed to serve as needed in the absence of an appointee. Council members Dyvik and Schneider served in 2015, with Mayor Chillstrom appointed to serve as an alternate.
- Park Board Liaison - The City Council member appointed to this position will attend Park Board meetings and report on the Board's activities to the City Council. Mayor Chillstrom held this position in 2015.
- Planning Commission Liaison - The City Council member appointed to this position attends Planning Commission meetings and reports on the Planning Commission's activities to the City Council. Council member Dyvik held this position in 2015.
- Lake Minnetonka Communications Commission - One individual from the City Council may be appointed to fill the City Council member seat. In years past, the LMCC met on the third Tuesday of each month, which was in conflict with the City Council's meeting schedule. In 2015, the LMCC changed their meeting schedule and the Commission now meets on the second Thursday of scheduled months, with meetings beginning at 7:00 pm. The City's resident representative to the LMCC, Paul Mahoney, has indicated he would like to continue serving in his current position. His name has been included on the 2016 Appointments Worksheet for re-appointment. Please note that for the years 2013 through 2015, the Council elected not to appoint a member to fill the City Council seat, emphasizing the conflict in meeting schedules remained a concern at that time. With the revised meeting schedule, staff recommends the Council discuss this appointment and determine whether to appoint a member to fill the vacant City Council seat for 2016.
- Highway 12 Safety Coalition - The Highway 12 Safety Coalition is a collaborative effort between staff and elected representatives of cities located along the Highway 12 corridor; county governments; and MnDOT to identify issues related to improving the safety of transportation along Highway 12. Two Council members are requested to be appointed to this committee, which meets twice a year at a minimum. Coalition bylaws indicate that more meetings may be scheduled on an as needed basis. Council members Kaminski and Schneider served in 2015. In addition to the appointed positions, staff could also post a "blanket notice" advising the public that a quorum of City Council members may be present at any Highway 12 Safety Coalition meeting in 2016.
- CSAH 112 Project Advisory Committee - The CSAH 112 Project Advisory Committee thus far has met on the third Wednesday of each month from 8:00 am to 10:00 am at Orono City Hall, or on an as needed basis. This group is comprised of two Council members from both the cities of Long Lake and Orono, staff from both cities, and is facilitated by Hennepin County

transportation/engineering staff along with SRF Consulting Group (retained by Hennepin County for CSAH 112 project design). Mayor Chillstrom and Council member Olson served on the CSAH 112 Project Advisory Committee in 2015, with Council member Dyvik appointed as alternate. Additionally, recognizing that the CSAH 112 Project is of priority interest to the Council, staff posted a "blanket notice" advising the public that a quorum of City Council members may be present at any CSAH 112 PAC meeting in 2015. A similar notice could be posted for meetings in 2016.

- Wayzata Crime Prevention Coalition - The Wayzata Crime Prevention Coalition (WCPC) is a volunteer organization supporting the Wayzata Police Department in their efforts to educate and alert citizens and businesses about criminal activities within the communities of Wayzata and Long Lake. Council members have been unofficially participating in the WCPC since the Wayzata Police Department began serving Long Lake. Staff is recommending the City Council consider "formalizing" participation by appointing at least one City Council member to the WCPC.
- Planning Commission Chair and Chair Pro-Tempore - Members of the Planning Commission must be appointed by the City Council to serve as the Chair and Chair Pro-Tempore for the year 2016. Staff is recommending that action to appoint these positions be delayed until the Council's second meeting in January 2016. Doing so will offer the Planning Commission an opportunity to make their recommendation for appointment during their January 12 meeting. The individuals currently serving in the Chair and Chair Pro-Tempore positions would continue to do so in the interim pending the appointments being made.
- Park Board Chair and Secretary - Members of the Park Board must be appointed by the City Council to serve as the Chair and Secretary for the year 2016. Staff is recommending that Board members Marc Crawford and Sally Skjaret be reappointed to continue in their respective positions as Chair and Secretary. Their names have been included on the 2016 Appointments worksheet for re-appointment.
- EDA Chair and Vice-Chair - Different from the Planning Commission and Park Board, members of the EDA must be selected by the EDA to serve as the Chair and Vice-Chair for the year 2016; however, per the EDA bylaws, this appointment does not require ratification by the City Council. Selection of the EDA Chair and Vice-Chair positions will be included as an action item on the EDA's January 19, 2016 meeting agenda.

Mayor and Council members discussed the positions to be filled, and agreed upon the following appointments:

- Council member Olson to the position of Mayor Pro-Tempore;
- Council member Schneider and Mayor Chillstrom to the Fire Advisory Committee, and Council member Dyvik as alternate;
- Mayor Chillstrom as the Park Board Liaison;
- Council member Kaminski as the Planning Commission Liaison;
- Mayor Chillstrom and Council member Olson to the Highway 12 Safety Coalition;
- Mayor Chillstrom and Council member Olson to the CSAH 112 Project Advisory Committee; and

- Council member Schneider to the Wayzata Crime Prevention Coalition organization.

A motion was made by Olson, seconded by Schneider, to adopt the City of Long Lake 2016 Appointments Worksheet, including the appointments previously stated. Ayes: Kaminski, Dyvik, Schneider, and Chillstrom. Nay: Olson. Motion carried.

Receive Donation to 2016 General Fund Budget from Council Member Schneider

Administrator Weske reported that at the Council's last meeting, during consideration of the final 2016 General Fund budget and supporting levy, Council member Schneider offered to either personally pay for or donate his Council wages to make up a \$1,064 difference that allow for a 0% levy increase in 2016, rather than the .001% increase proposed that would result in a balanced budget. Following his offer, the Council voted to adopt the final levy amending the approving resolution to reflect a 0% levy increase for 2016 with the understanding that a donation from Council member Schneider would need to be accepted by the Council.

Council member Olson questioned the need for the donation offered by Council member Schneider and indicated the dollar amount should not impact the budget.

Weske clarified that the motion at the Council's last meeting was to reduce the operating levy only, and not to reduce the budget. The donation would balance the budget as previously adopted; however, the Council could opt to reduce the budget by the \$1,064 instead.

Mayor Chillstrom noted that if Council member Schneider was certain in his desire to make the donation, he would be interested in seeing it allocated for park purposes.

Council member Schneider indicated that he had not anticipated any resistance to his offer and did have the check for \$1,064 with him at the meeting. He would like the Council to consider accepting his donation for deposit towards the general fund, with it to be utilized and allocated as the Council sees fit.

A motion was made by Schneider, seconded by Kaminski, to accept Council member Marty Schneider's donation of \$1,064 to the City of Long Lake 2016 General Fund budget. Ayes: all.

OTHER BUSINESS

Snowball Open Update – Council member Kaminski indicated that a number of Snowball Open raffle tickets are still available at a cost of \$20 per ticket, with the majority of proceeds benefiting the RED (Read Every Day) Lion program awarding bookstore gift certificates to first graders for completing reading goals. Later under Other Business, Mayor Chillstrom noted that the Orono Lions RED Lion project had become a worldwide Lions Club initiative.

Open to Business Presenting at Chamber Meeting – Council member Schneider announced that at the January 13 Long Lake Area Chamber of Commerce meeting, the EDA will be hosting the first of future monthly meetings designed to help businesses prepare for the upcoming CSAH 112 reconstruction project. Open to Business will be making a presentation, and also, the County will be sending a representative to discuss a basic timeline of construction and project impacts. The meeting will be held at Fire Station 1.

2016-2017 Dog Licenses – Moeller stated that 2016-2017 dog licenses are now available at City Hall.

Form Updates – Moeller noted that she has begun the process of updating City forms and applications to return to usage of the old City logo. The project will continue throughout the year.

Appointment of Planning and Engineering Firm – Planning Consultant Addison Lewis appeared to thank the Council for the reappointment of WSB & Associates as the City’s planning and engineering consulting firm for 2016.

Dan MacDonald, 335 Russell Lane – Mr. MacDonald expressed his appreciation to the Council for all their time, efforts and hard work.

ADJOURN

Hearing no objection, Mayor Chillstrom adjourned the meeting by general consent at 7:44 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk