



**MINUTES
CITY COUNCIL MEETING
August 1, 2016**

CALL TO ORDER

The meeting was called to order at 6:34 pm.

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

Staff Present: City Administrator: Scott Weske; Public Works Director: Jason Goehring; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

LONG LAKE NEWS UPDATE AND WORK SESSION MEETING REVIEW

Mayor Chillstrom offered the following updates:

- In a work session prior to the regular meeting, the City Council discussed ordinance provisions for regulation of temporary signage; reviewed the need for standby generators for the two lift stations that do not currently have generators available to them; and considered a proposal to increase Public Works Department wages for staff members Don Gaspar and Don Laakkonen.
- Mayor Chillstrom noted that the swimmer who passed away the previous Saturday while swimming in Long Lake had experienced a heart attack while in the water. Council member Schneider added he had happened to be driving by when the emergency responders were on site, and commented that the City's Fire Department other emergency services personnel were very professional in their conduct during the call.
- Mayor Chillstrom reported that Augusta Dog Care grooming, training, and boarding is now open for business on Daniels Street.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of July 19, 2016 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Adopt Resolution No. 2016-31 Approving Issuance of Special Event Permit #S2016-07 for the 2016 Lakeview Block Party

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

OPEN CORRESPONDENCE

Dan MacDonald, 335 Russell Lane – Mr. MacDonald appeared to comment on items discussed at the recent County Road 112 project meeting in Orono. He reported that:

- Orono appears to be in favor of a trail connection to the Luce Line being on the north side of County Road 112.
- Discussion of banking changes and measures to improve sight lines at Old Long Lake Road continues.
- Discussion continues on changing the intersection at Greenhill Lane to allow for left in, right in, right out traffic movement.
- Decorative wrought iron railing is shown atop retaining walls in locations instead of chain link fence.

He also offered his thoughts on ways to further improve the ramp area from Highway 12 to County Road 112 for further public safety improvements, including lowering the berm to improve clear vision.

April Wysocki, 491 Willow Drive (Country Cake Cupboard) – Ms. Wysocki stated that she and her husband own the Country Cake Cupboard, which will be celebrating 20 years in business this year on December 6. She thanked Council member Schneider for his initiative in obtaining the Business District Initiative Grant for the City, and stated that she and others hope that the staff, Council, and businesses can work together through the County Road 112 reconstruction project.

BUSINESS ITEMS

Special Event Permit for the Corn Days Parade

City Clerk Moeller reported that the Long Lake Area Chamber of Commerce is requesting a Special Event Permit to hold the annual Corn Days Parade on Sunday, August 14, 2016 as part of the two-day Church of St. George Corn Days summer festival. The parade is scheduled to begin at 12:00 noon, and up to approximately 50 parade units are expected to participate.

This year's proposed parade route differs from the route followed in recent years due to the Watertown Road Improvement Project underway between the City's western municipal boundary (Willow Drive) and Brown Road N. If approved, this year's route would be as follows:

Parade entrants will be lining up beginning at 11:00 am in the staging area, to be located along Orchard Lane between Dexter Drive and Watertown Road. At 12:00 noon, the parade will begin at the start of Watertown Road (Orchard Lane and Watertown Road intersect) and continue as follows:

- **START:** From Orchard Lane, turning right (heading west) on Watertown Road
- Continue on Watertown Road, turn right (heading north) on Brown Road / CR 146
- Continue on Brown Road to Grand Avenue, turn left (heading west) on Grand Avenue passing St. George's Church (Corn Days festival site)
- Turn right (heading north) on Charles Street
- Turn right (heading east) on Orchard Lane
- **END:** Parade will end on Orchard Lane at the Orchard Lane/Lakeview Avenue intersection just prior to the start of the staging area

Staff is recommending approval of a Special Event Permit for the 2016 Corn Days Parade with conditions.

A motion was made by Schneider, seconded by Kaminski, to adopt Resolution No. 2016-30 approving issuance of Special Event Permit #S2016-06 for the 2016 Corn Days Parade to be held August 14, 2016. Ayes: all.

Nelson Lakeside Park Playground Equipment Removal

Public Works Director Goehring stated that on Wednesday, July 27, Paul Bierhaus and his crew with Kids Around the World removed a majority of the playground equipment from Nelson Lakeside Park in preparation for the new playground install in August. Paul and his crew arrived on site at 7:00 am and began disassembly of the equipment. Public Works staff provided assistance with the bobcat loader to lower the pyramid roof structures to the ground. By 10:00 am, the volunteer crew had completed the removal process and the old playground was ready for refurbishing. Paul Bierhaus and his crew were fast, efficient, and easy to work with. The old playground will be refurbished and sent overseas to an international community in need. Goehring is anticipating that staff will receive an update when the equipment reaches its destination.

Immediately after the departure of the volunteer crew, Public Works staff began removing the footings and remnants of the playground support poles that were underground. Prior to the arrangements with Kids Around the World, it was estimated that one full week would be required for the full site preparation at Nelson Lakeside Park. With the playground removed ahead of schedule, final site preparation and grading will begin immediately freeing up time to complete the Hardin Park picnic shelter roofing and turf restoration. The playground installation date is currently set for August 15 and every effort will be made to start the install earlier than scheduled. The swing set will be salvaged and refurbished in house for a possible install near the Orono Lions shelter.

Council member Schneider noted that an article in the July 1, 2014 Star Tribune newspaper had indicated that in 2013, the organization had sent playgrounds to more than 50 nations on five continents. He recognized Long Lake resident Diane Malone on Lindawood Lane for passing along the recommendation about the Kids Around the World organization.

Discussion of Water and Sewer Rates and Rate Structure

Administrator Weske reported that following the city's annual financial audit, it became evident to staff that a review of sewer rates and an increase in usage fees is warranted to cover operating costs of the utility. Weske noted that a 2009 water and sewer rate study completed had outlined rate increases and changes in usage tiers; however, the recommendations of the rate study were not followed. Weske sought the Council's feedback on potentially increasing water/sewer rates and implementing a three-tier usage rate structure consistent with the 2014 proposed rates as outlined in the 2009 study.

Council and staff discussed the potential impacts of the rate increases proposed on median average users; and the rate of revenue recovery for sewer operating losses.

Council was in favor of the three-tier approach presented, and indicated future action to increase rates was desirable.

Standby Generators at Appleglen Road and Lindawood Lift Stations

Goehring indicated that the Appleglen Road and Lindawood Lane lift stations are the two lift stations in the City of Long Lake which are in need of on-site, standby generators. Currently, these lift stations are monitored through cellular dialers which call out to Public Works staff in the event of a power failure to the stations. Upon receiving an alarm call from the dialer, staff must respond in a timely manner with portable, trailer mounted generators to prevent sewage back-ups into the

basements of surrounding homes. Both lift stations have a history of power failures and sewage backups into basements.

Staff feels that the addition of standby generators to both the Appleglen Road and Lindawood Lane lift stations would be a significant and responsible upgrade to the City's sanitary sewer system. On-site generators provide affected residents with piece of mind in regards to protecting their basements from sewage backups during power outages. Through our experience with the recently upgraded Watertown Road Lift Station, on-site generators paired with modern cellular dialers offer the greatest protection to residents and can give Public Works staff immediate feedback on the status of a lift station. The Appleglen and Lindawood lift stations should mirror the Watertown Road lift station by utilizing a 90 second delay between power failure and generator start-up which allows the dialer to begin calling out staff before the generator starts up and restores power. The current fleet of portable tow-behind generators could be downsized from five units to two units, one for the wells and one as a backup for lift stations.

Goering reviewed the following price estimates for the Council's consideration:

1. New On-Site Generators through Generator Power Systems

• 40KW Natural Gas Fueled Standby Generator for Lindawood Lane	23,265.00
• 50KW Natural Gas Fueled Standby Generator for Appleglen Drive	25,230.00
• Natural gas service to both Lift Stations	2,084.00
• Install Natural Gas feed to both standby generators	2,252.00
• Install electrical components, not to exceed 6,000.00 per station	12,000.00
• Concrete for footings and pads	1,500.00
• Landscaping and restoration	2,000.00

Total Estimated Cost **\$68,331.00**

2. Used On-Site Generators through Powerhouse Systems

• 40KW Natural Gas Fueled Standby Generator for Lindawood Lane	16,685.00
• 50KW Natural Gas Fueled Standby Generator for Appleglen Drive	17,285.00
• 208v to 240v Conversions	3,000.00
• Natural gas service to both Lift Stations	2,084.00
• Install Natural Gas feed to both standby generators	2,252.00
• Install electrical components	included in base price
• Concrete for footings and pads	included in base price
• Landscaping and restoration	2,000.00

Total Estimated Cost **\$43,306.00**

After discussion of the estimates received and equipment proposals, Council directed staff to obtain firm proposals that include detail about the true hours of use for the used generators, and including warranty information perhaps reflecting more than a one-year warranty in the proposal.

Review of Public Works Department Staff Wages

Weske indicated that at a July 5 work session, the Council gave direction to staff to present information regarding Public Works staff wages in area cities for consideration of a wage adjustment for Public Works Department staff members Don Gaspar and Don Laakkonen.

In a work session prior to the regular meeting, Council members reviewed the Public Works average area wage rates and discussed implementing a four-percent increase for Public Works Department support staff effective now through 2017, in recognition of their value and their role in assisting new Public Works Director Goehring as he continues to grow in his position.

A motion was made by Dyvik, seconded by Schneider, to approve a four-percent wage increase through the end of 2017, resulting in an increase to an hourly wage of \$28.02/hour, for Public Works Department employees Don Gaspar and Don Laakkonen. Ayes: all.

OTHER BUSINESS

City Clerk Updates – Moeller offered the following updates:

- The candidate filing period to file for the municipal offices of Mayor or Council member opens on August 2 and runs through August 16. Anyone interested in information about the filing process is welcome to contact Moeller for assistance.
- The Minnesota State Primary Election will be held Tuesday, August 9 with polls open from 7:00 am to 8:00 pm. Turnout is anticipated to be very low, recognizing that the only office on the Primary ballot for Long Lake is a non-partisan Judicial office. She gave special thanks to the City's election judges who will be working throughout Primary day.
- Night to Unite is Tuesday, August 2 and park stops by Police and Fire vehicles and officers will take place in Hardin Park at 6:00 pm, and Holbrook Park at 6:30 pm. Also, the Orono Police Chief contacted staff to invite anyone interested to watch the North Memorial rescue helicopter land in Hackberry Park for Night to Unite. The helicopter landing is anticipated for 7:00 pm.
- Those interested in absentee voting for the November General Election are encouraged to take advantage of the ability to request an absentee ballot online. Ballots will be mailed out to voters by Hennepin County, for return by mail to County elections staff.

RFP for Virginia Avenue Property – Weske informed the Council that the RFP for the city-owned Virginia Avenue property has been sent out to a variety of developers, and advertised on the League of Minnesota Cities website.

BDI Grant Meeting – Council member Schneider indicated he would be hosting a meeting and leading a discussion regarding the Business District Initiative Grant at Long Lake Fire Station 1 on Wednesday, August 3 beginning at 6:00 pm. Meeting information was distributed to all Council and EDA members, and a quorum notice was posted to allow any members to attend.

Long Lake Waters Association – Council member Schneider reported that the Long Lake Waters Association will be having their second meeting, also at Long Lake Fire Station 1, on August 10 at 5:30 pm. The association is a community initiative and any interested members of the community are welcome to participate as the association explores best practices for positively impacting water quality.

Watertown Road Project – Council member Schneider questioned whether any resolution had been achieved in the impasse between the city and the property owner who had rescinded their right of entry agreement. Weske responded that the property owner had not been in favor of the options presented for resolution by the city, and at this time the road project will move forward without the original scope of work. Improvements along Harrington Drive will still be made, and a gate valve installed where the new utility connections would have been. Staff is anticipating that it

is possible undertaking this portion of the project as a separate bid at a later date may actually result in better competitive bid pricing.

Lakeshore Erosion – Council member Kaminski noted that a large chunk of land had recently eroded from shore on the east side of Long Lake and was floating across the lake, until it ultimately made landfall on shore just before the Tealwood residential area.

BP Site – Council member Kaminski questioned whether there would be any discussions at upcoming meetings about the former BP station site. Weske replied that discussion of the BP site would be an item on the next EDA meeting agenda.

Night to Unite – Mayor Chillstrom wished everyone a happy Night to Unite in Long Lake.

ADJOURN

Hearing no objection, Mayor Chillstrom adjourned the meeting by general consent at 7:51 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk