



**MINUTES  
CITY COUNCIL MEETING  
September 20, 2016**

**CALL TO ORDER**

The meeting was called to order at 6:39 pm.

**Present:** Mayor: Donny Chillstrom; Council: Marty Schneider, and Liz Olson

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

**Absent:** Council: Jahn Dyvik and Kurt Kaminski (both with prior notice)

**PLEDGE OF ALLEGIANCE**

**LONG LAKE NEWS UPDATE AND WORK SESSION MEETING REVIEW**

Mayor Chillstrom offered the following updates:

- In an EDA meeting prior to the regular City Council meeting, the EDA reviewed a development proposal submitted in response to the Request for Proposals issued for the Virginia Avenue city owned property. No action was taken on the proposal submitted at this time.
- As a reminder in the ongoing wet weather, please remember to check sump pumps and make sure they're draining properly and are not discharging in the sanitary sewer. Inflow and infiltration, or clean/storm water infiltrating the sanitary sewer system, is costly to cities.
- Continued rains have delayed the installation of new playground equipment at Nelson Lakeside Park, and have led to some delays in the Watertown Road reconstruction project.

**APPROVE AGENDA**

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

**CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of September 6, 2016 City Council Work Session
- B. Approve Minutes of September 6, 2016 City Council Executive Session
- C. Approve Minutes of September 6, 2016 City Council Meeting
- D. Receive Minutes of August 16, 2016 Economic Development Authority Meeting
- E. Approve Vendor Claims and Payroll
- F. Authorize Pay Request 1 to Valley Paving, Inc. in the Amount of \$117,999.88 for Work Performed in Conjunction with the Watertown Road Improvement Project
- G. Accept the Resignation of Firefighter Nathan Spring from the Long Lake Fire Department

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

## **OPEN CORRESPONDENCE**

**Christy Erickson, President of the Long Lake Area Chamber of Commerce** – Ms. Erickson appeared to advertise the Community Block Party event, sponsored in partnership between the Long Lake Area Chamber of Commerce and the Long Lake Fire Relief Association. The Community Block Party will be held Saturday, October 1 at Long Lake Fire Station 1 and will include a car show, local businesses as vendors, a fireworks show, and a parade. A full schedule of events is now circulating.

## **BUSINESS ITEMS**

### **Adoption of Preliminary 2017 Payable Levy and Operating Budget**

Administrator Weske stated that the proposed 2017 preliminary operating levy of \$1,066,972 coupled with a required debt service levy of \$100,737 would produce a total preliminary levy of \$1,167,709, representing a \$102,067 increase over the 2016 levy. The proposed \$102,067 preliminary levy increase, accompanied by a 9.68% increase in net tax capacity, will result in a zero increase of the local city tax rate for 2017.

Weske provided both a two-year and five-year comparison of past years' levies. He noted that the proposed city general operating budget contains a 4% operating levy decrease, primarily resulting from the \$50,000 removal of Public Works Director overlap pay over the prior year's budget. Debt service is set to increase by 75% over the prior year's levy.

Staff is recommending adoption of Resolution No. 2016-39 establishing the preliminary 2016 property tax levy payable in 2017 for the City of Long Lake; and Resolution No. 2016-40 establishing the 2016 public meeting date to discuss the proposed levy and budget for taxes payable 2017 for the City of Long Lake.

With this action, the City Council will be complying with the statutory requirements to establish and communicate proposed levy information and to select a taxes payable 2017 Public Meeting date to discuss the preliminary levy and proposed budget to the county auditor by September 30, 2016. Council should be aware that the final levy adopted by end of December 2016 can decrease from the preliminary levy, but it generally cannot increase without the addition of specific allowable "add-on" levy circumstances.

*A motion was made by Olson, seconded by Schneider, to adopt Resolution No. 2016-39 establishing the preliminary 2016 property tax levy payable in 2017 for the City of Long Lake. Ayes: Olson, Chillstrom. Nay: Schneider. Motion carried.*

*A motion was made by Olson, seconded by Schneider, to adopt Resolution No. 2016-40 establishing the 2016 public meeting date to discuss the proposed levy and budget for taxes payable 2017 for the City of Long Lake. Ayes: all.*

Council member Olson questioned why Council member Schneider had opted to vote against the preliminary levy.

Council member Schneider responded that he was in opposition to any proposed water and sewer rate increases; and that right now though despite no increase in the city tax rate, the preliminary levy results in a 9.68% increase compared to the 2016 payable levy.

Council member Olson noted that the future water and sewer rate discussion is an issue separate from preliminary levy considerations.

### **Distribution of Revised Draft Massage Services Ordinance**

City Clerk Moeller stated that revised copies of a draft ordinance proposing the regulation of massage services in Long Lake were distributed to City Council members as a bench handout. Notice has been published for the Council to hold a public hearing and consider adoption of the ordinance at their upcoming October 4, 2016 meeting. The draft ordinance was largely prepared by the City Attorney and represents an amalgamation of massage licensing ordinances implemented by other cities. Revisions made since distribution of the first rough draft at the Council's last meeting include some reorganizing of ordinance provisions, minor editing where needed, and overall format updates for consistency with current City Code formatting.

Moeller indicated she would be distributing copies of the hearing notice and draft ordinance to those businesses that would be affected by the addition of massage business and massage therapist licensing.

### **OTHER BUSINESS**

#### **Special Event Permit Request for Community Block Party Emergency Vehicles Parade –**

Moeller reported that the Long Lake Fire Relief Association and Long Lake Area Chamber of Commerce are partnering to offer a new event, Community Block Party 2016, to be held on October 1, 2016 at Long Lake Fire Station 1. Fire Station 1 is located at 340 Willow Drive, just over the border in the City of Orono, therefore the applicants have applied for and received permits from the City of Orono as the permitting authority. However, on September 19, the Long Lake Fire Relief Association realized that an oversight had been made and that the Emergency Vehicle Parade planned as part of the event schedule did require a permit be obtained from the City of Long Lake. Fire Chief Van Eyll delivered the LLFRA's Special Event Permit application for the Community Block Party 2016 – Emergency Vehicle Parade to staff on September 19, and staff promptly reviewed the parade route proposed with Police Chief Risvold. The parade planned includes a line of 20 emergency vehicles assembling in the staging area along Orchard Lane at 10:30 am. The parade is scheduled to begin at 11:00 am. If approved, the parade route would be as follows:

Starting at 10:30 am, parade vehicles will be lining up in the staging area, to be located along Orchard Lane between Watertown Road and Dexter Drive. At 11:00 am, the Parade will begin on Orchard Lane at approximately the intersection of Orchard Lane and Dexter Drive, and continuing as follows:

- START: Heading west on Orchard Lane, crossing Brown Road N, turning left (heading south) on Charles Street.
- Turn right (heading west) on Grand Avenue.
- Continue on Grand Avenue, then turn slight right onto Glendale Drive.
- From Glendale Drive, turn right (heading north) on Willow Drive.
- END: Parade will end at Long Lake Fire Station 1 at 340 Willow Drive.

Staff is recommending approval of a Special Event Permit for the Community Block Party 2016 – Emergency Vehicle Parade with conditions as specified in the permit, distributed for the Council's review.

*A motion was made by Chillstrom, seconded by Olson, to adopt Resolution No. 2016-41 approving issuance of Special Event Permit #S2016-09 for the Community Block Party 2016 – Emergency Vehicle Parade to be held October 1, 2016. Ayes: all.*

Moeller indicated she would be posting information about the Community Block Party event on the City's Facebook page and website.

**Generator Purchase Update** – Public Works Director Goehring stated that the Council's authorization to purchase generators for lift stations had been specific to the two generators included in the proposals received. Unfortunately those two units have since been sold. The vendor has provided two alternate generators somewhat comparable to the original units proposed, and has submitted photos (displayed by Goehring at the meeting) depicting their condition. Goehring indicated both units appear to be in very good shape, and although they have more hours on them than the original units quoted, both units were manufactured locally in Minneapolis meaning that any parts or service should be able to be obtained close to home. Goehring sought the Council's approval for the purchase of the generators, recognizing that they differ from the original motion of approval; and confirmed he is comfortable with the higher hours of use on the models offered.

*A motion was made by Chillstrom, seconded by Olson, to accept the bids dated September 20, 2016 from Powerhouse Systems for the specific generators listed in the bid as viewed by the Public Works Director. Ayes: all.*

**Playground Installation Update** – Goehring noted that the equipment installation and playground construction at Nelson Lakeside Park was now moving quickly. Concrete work is planned for the following day, and the playground is draining exceptionally well now. Public Works will be completing finishing work at the site once the equipment installation crew is done.

**Long Lake Waters Association** – Council member Schneider reported that the Long Lake Waters Association had met on September 14, and will be holding a waters summit likely to be at Long Lake Fire Station 1 on October 26. About one-third of the attendees at the September 14 meeting were not lakeshore owners, and the organization will be continuing to work on best practices aimed at recognizing that clean water effort must extend well beyond the lakeshore. The hope is that the October 26 summit meeting will include representatives from the MnDNR, MCWD, Waters Association and other agencies to help arrive at a focus for a good improvement path for future water quality. Council discussed whether Long Lake receives water from bodies outside the subwatershed.

**CSAH 112 Project Meeting Schedule** – Council member Olson asked whether there would be a CSAH 112 project meeting coming up on Thursday. Administrator Weske did not have his schedule available at the meeting, but indicated he would follow up regarding the upcoming schedule of Phase 1 or Phase 2 meetings.

**Upcoming Events** – Mayor Chillstrom encouraged attendance at the October 1 Community Block Party event, and noted he will be hoping to see good turnout and good weather. Council member Olson added that Birch's will be hosting their FallFest event during the upcoming weekend.

## **ADJOURN**

*Hearing no objection, Mayor Chillstrom adjourned the meeting by general consent at 7:12 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk