



**MINUTES  
CITY COUNCIL MEETING  
June 7, 2016**

**CALL TO ORDER**

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

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

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

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

**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 continued discussion of future uses for the Virginia Avenue property and reviewed a draft request for development proposals for the site.
- Many thanks to Suzanne Caswell for the plantings and beautiful gardens in Hardin Park.

Lastly, Mayor Chillstrom encouraged shopping local as often as possible.

**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 May 17, 2016 City Council Meeting
- B. Receive Unofficial Draft Minutes of May 24, 2016 Park Board Meeting
- C. Approve Vendor Claims and Payroll
- D. Approve Payment to Allied Blacktop Company for Invoice No. 22014 Representing Work Completed on the 2016 Trail, Parking Area and Basketball Court Seal Project
- E. Approve Payment to Allied Blacktop Company for Invoice No. 21920 Representing Work Completed on the 2016 Crack Filling Project

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

**OPEN CORRESPONDENCE**

**Dan MacDonald, 335 Russell Lane** – Mr. MacDonald expressed appreciation for the "Open Correspondence" portion of the agenda inviting citizens to speak about any matter, versus only non-

agenda related items. He noted that the format of the Council's Open Correspondence period makes him feel more welcome, and encouraged other communities to follow a similar format.

## **BUSINESS ITEMS**

### **County Road 112 (CSAH 112) Project – Phase 1: Authorize City Engineer to Sign Plans and City Administrator to Negotiate Cooperative Agreement with Hennepin County**

City Engineer LaBounty reported that Hennepin County has completed the preparation of the 100% plans for the CR 112, also known as CSAH 112, Phase 1 improvements which propose to reconstruct Wayzata Boulevard (CR 112) from Willow Drive to Wolf Pointe Trail through the City of Long Lake. Improvements include surface improvements to bring the corridor up to MnDOT state aid standards, downtown pedestrian safety improvements, and improvements to utilities in the corridor including City sanitary sewer, City watermain, storm sewers, and street lighting.

With the 100% plans completed by the County's engineer, Hennepin County is requesting that the City of Long Lake sign the title sheet of the project set indicated municipal consent of the plans prior to submission to MnDOT State Aid for final approval.

Hennepin County is also in the process of preparing a preliminary cooperative agreement between Hennepin County and the City of Long Lake for the project. The cooperative agreement would include funding responsibilities for various items within the project and timelines for reimbursement for construction and design related expenses. If authorized by the City Council, once the draft is received the City Administrator will work cooperatively with the City Attorney, City Engineer, and Hennepin County to finalize the terms of the agreement. Hennepin County is anticipating that the agreement could be ready for City Council review and approval in the fall of 2016.

Hennepin County has begun contacting property owners to initiate the process of acquiring easements necessary for the construction project. Easement acquisition is anticipated to be completed throughout the summer and the County has indicated that the plans will be bid late in 2016 for an early 2017 construction start.

Staff is recommending the City Council authorize the City Engineer to sign the 100% Plans to allow Hennepin County to submit to MnDOT for final approval, and authorize the City Administrator to begin negotiating the cooperative agreement for the project.

LaBounty reviewed the sanitary sewer and watermain utility improvements the City would be undertaking as part of the project, and presented landscaping and signage improvements also to be included. In response to Council member questions seeking an analysis of costs associated with the improvements, LaBounty indicated preparation of a detailed cost breakdown summary is in progress and a more refined breakdown would be presented to the Council as part of the draft cooperative agreement for their review.

Mayor Chillstrom thanked all those who have worked so hard on the City's behalf in relationship to the CR 112 project; noting that the final project will be very good for the community.

*A motion was made by Dyvik, seconded by Olson, to authorize the City Engineer to sign the title sheet of the County State Aid Highway No. 112 – Phase 1 plans to be submitted to MnDOT State Aid for approval. Ayes: all.*

*A motion was made by Olson, seconded by Dyvik, to authorize the City Administrator to negotiate the terms of the cooperative agreement between Hennepin County and the City of Long Lake for the*

*County State Aid Highway No. 112 – Phase 1 improvement project prior to City Council review and approval. Ayes: all.*

Responding to comment by Council member Dyvik, Administrator Weske also clarified that Long Lake shoreline stabilization work in the project area would be primarily installation of rip-rap with some plantings above the rip-rap and also into the waterline.

### **County Road 112 (CSAH 112) Project – Phase 2 Update and Authorize Preliminary Engineering Services**

LaBounty indicated that Phase 2 of the CR 112 (CSAH 112) Improvements is scheduled to begin construction in 2018 and is proposed to include roadway and utility improvements to CR 112 from Wolf Pointe Trail to the intersection of Wayzata Boulevard and the ramp to/from Highway 12. Hennepin County held their initial PMT meeting on the project and will be scheduling the first Project Advisory Committee (PAC) meeting with the City of Long Lake and City of Orono in the upcoming weeks. As PAC meetings will soon be underway, Hennepin County is asking that two City Council members and one resident at large or business representative be appointed to serve on the PAC.

Council members agreed that Mayor Chillstrom and Council member Schneider could represent the Council on the PAC; however, as with Phase 1, staff will post a quorum notice allowing for any and all Council members to attend PAC meetings. Council members also invited residents and regular meeting attendees, Dan MacDonald and Dale Lemmerman, to attend PAC meetings as City resident representatives.

LaBounty provided an overview of the Phase 2 project including trail, pedestrian safety, and road realignment improvements through the Phase 2 project area; and responded to Council member questions about initial project elements including the realignment of the intersection of Old Long Lake Road and CR 112, as well as whether the north side trail could possibly connect to the Luce Line. He touched on possible opportunities for City utility improvements to be included in the Phase 2 project as well. To allow these improvements to be included in the Phase 2 project plans staff is recommending that preliminary engineering of proposed utility improvements be completed prior to completion of the 60% design plans.

*A motion was made by Schneider, seconded by Dyvik, to authorize preliminary engineering services for the CSAH 112 - Phase 2 utility improvements in the City of Long Lake. Ayes: all.*

Council member Dyvik asked whether any utility improvements in the area of Birch's could have a positive impact on the grease trap difficulties experienced in that location. LaBounty replied that staff will be continuing to work directly with Birch's to address grease trap concerns.

### **Watertown Road Improvement Project Update and Proposal for Construction Phase Engineering Services**

LaBounty stated that a construction contract was awarded to Valley Paving, Inc. out of Shakopee, MN to complete the Watertown Road Improvement Project for both the Long Lake and Orono sections. A joint preconstruction meeting was held on Tuesday, May 31, 2016 and a tentative schedule for construction was provided by the contractor. LaBounty reviewed the anticipated construction schedule and indicated that utility work would be ongoing from mid-June through mid-July, weather permitting. After the July 4 weekend, City watermain, sanitary sewer, storm sewer, and lift station improvements would begin. As of the current schedule, road excavation would begin toward the end of August with paving work scheduled for September, with final wear course to be installed in May/June 2017. LaBounty also discussed the communication plan for the construction season, to include biweekly newsletters, regular updates for the Administrator to share with the

Council, door to door communication for any utility interruptions, and the provision of contact information for a field inspector who will be able to answer project area resident questions.

LaBounty also presented a request to authorize construction phase engineering services for the project. Services would include the administration of the construction contract, providing the contractor with stakes necessary to construct the proposed improvements, and observation of construction related items. Staff is recommending the City Council authorize the construction phase services as proposed.

LaBounty also briefly stated what the final street widths would be for both the urban and rural sections of roadway.

*A motion was made by Schneider, seconded by Olson, to authorize construction phase services for the Watertown Road Improvement Project in the City of Long Lake. Ayes: all.*

### **City Wide Garage Sale Update**

City Clerk Moeller reported that she was recently contacted by Christy Erickson, on behalf of the Long Lake Area Chamber of Commerce, expressing interested in the City and Chamber working together on this year's City Wide Garage Sale Days event. Moeller sought Council member feedback on potential dates for this year's sales event, specifically referencing either Thursday and Friday, July 21 and 22; or Thursday and Friday, July 28 and 29. Council member Schneider recalled that Gear West would be having an event on July 23, and suggested the July 21 and 22 dates for proximity to Gear West's event. Council members were in agreement with the suggested dates.

Moeller indicated she would move forward with the preparation of a press release announcing the garage sales event and begin advertising the dates as soon as the release was ready. Moeller stated she was looking forward to working with the Chamber in partnership for this year's sales.

### **OTHER BUSINESS**

**Special Event Application** – Moeller had been contacted by a production company expressing interest in putting together a special event for the Birch's site in the fall.

**Carp Netting Article** – Moeller had distributed copies of an article included in the latest Pioneer Museum newsletter about carp netting efforts on Long Lake, reprinted from 1989.

**July 5 Meeting Date** – Weske noted that July 4 falls on a Monday this year, the day prior to a Council meeting, and questioned whether Council members would be able to attend the meeting or would prefer rescheduling in light of the holiday. Council member Dyvik indicated he would be out of town that week; however, all other Council members present responded that they would be available to attend the July 5 meeting as regularly scheduled.

**Plow/Dump Truck for Sale** – Council member Schneider mentioned that the old Ford 8000 plow and dump truck should be posted online for sale on the coming Friday, and hopefully the truck will sell prior to the Council's next meeting.

**Grant Updates** – Council member Schneider stated that he is anticipating grant contracts for the playground equipment purchase and for the business district initiative grant to be ready for Council review and action at an upcoming agenda. Public Works Director Goehring has not yet received a delivery date for the playground equipment.

**Long Lake Water Quality Meeting** – Council member Dyvik, along with Council member Schneider and Administrator Weske, had attended a June 1 meeting of concerned lakeshore residents from both Orono and Long Lake to discuss water quality issues and interest in reforming a Long Lake lake association. Approximately 20-25 residents were at the meeting, in addition to a representative from the Minnehaha Creek Watershed District. The MCWD representative heard resident concerns and reported on their observations of Long Lake water quality trends. There seemed to be strong interest by the group in either forming a lake association or reactivating the former Long Lake Waters Association that was established a few years back. Efforts to organize a group will continue. As an aside, the manager of Spring Hill Golf Course was also at the meeting, and when asked about phosphorous use at their facility he indicated that Spring Hill hasn't used phosphorous since 1998.

**Refuse Haulers** – Mayor Chillstrom commented that being a proponent of local and small businesses, he had recently switched refuse haulers to the newly licensed Empty Can Sanitation and had been very pleased with his experience thus far. He noted he had observed Randy's Sanitation operating another oversized hauling vehicle in town and asked that staff send out a reminder about the maximum truck size allowed. He also suggested that recognizing there is a lot of variation and question about hauler pricing, as part of their annual renewal process, refuse haulers be required to submit their service fee schedule. Hauler fees could be posted on the City's website.

**Other Updates** – Mayor Chillstrom mentioned that the Church of St. George would be having their annual rummage sale during the upcoming weekend; and also, on Saturday, Long Lake True Value will be celebrating their fifth anniversary with store sales and food including hot dogs.

**ADJOURN**

*Hearing no objection, Mayor Chillstrom adjourned the meeting by general consent at 7:36 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk