



**MINUTES  
CITY COUNCIL MEETING  
July 19, 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 Directors: Marv Wurzer, Jason Goehring; Planning Consultant: Addison Lewis; City Engineer: Chris LaBounty; City Attorney: John Thames; 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:

- Mayor Chillstrom noted that this meeting would be a bittersweet one, as it would be the last meeting long-time Public Works Director Marv Wurzer would be attending.
- Prior to the regular City Council meeting, the EDA discussed the Business District Initiative Grant contract, the process followed to acquire the grant, and how grant funds may be utilized. The EDA also took action approving issuance of a Request for Proposals for redevelopment of the vacant Virginia Avenue property.

**APPROVE AGENDA**

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

**CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of July 5, 2016 City Council Work Session
- B. Approve Minutes of July 5, 2016 City Council Meeting
- C. Approve Minutes of July 12, 2016 City Council Special Meeting
- D. Receive Minutes of June 21, 2016 EDA Meeting
- E. Approve Vendor Claims and Payroll
- F. Accept the Retirement of Firefighter Marv Wurzer from the Long Lake Fire Department
- G. Accept the Retirement of Firefighter Donald Gaspar from the Long Lake Fire Department

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

## **OPEN CORRESPONDENCE**

**Brennan Greene, Birch's on the Lake** – Mr. Greene appeared to request that as the Council reviews sign ordinance amendments proposed, the Council give consideration to increasing the amount of days temporary signage can be displayed by permit. He indicated that Birch's on the Lake used their allotment of days for the calendar year already and has been limited in their ability to advertise business specials and events. Birch's is exploring alternatives that would enhance their advertising ability including either an electronic changeable copy or channel letter board sign component. Council member Olson expressed interest in seeing some type of exception for temporary signage posted during holiday seasons to help businesses advertise their holiday sales and events.

**Christy Erickson, President of the Long Lake Area Chamber of Commerce** – On behalf of the Chamber of Commerce, Ms. Erickson thanked the EDA and City Council for their approval of the Business District Initiative Grant and indicated the City's support speaks volumes to the ongoing positive relationship between their organization and the City. Ms. Erickson also reflected that regarding signage, some latitude during the upcoming County Road 112 construction period would be greatly appreciated.

**Dan MacDonald, 335 Russell Lane** – Mr. MacDonald also spoke in support of allowing local businesses adequate time to promote themselves.

## **BUSINESS ITEMS**

### **Accept Retirement of Public Works Director Marv Wurzer**

#### **Recognition of Marv Wurzer, Public Works Director, for Years of Service**

Administrator Weske reported that Marv Wurzer began his employment as Public Works Director for the City of Long Lake on July 11, 1975. After 41 years of truly outstanding service, Wurzer informed staff and the Council of his intent to retire some months ago. His last day of employment will be Friday, July 22, 2016. His letter of retirement from the position of Public Works Director is attached for formal acceptance by the City Council.

Marv's positive attitude, great personality, and years of accumulated knowledge will be deeply missed. We wish him every happiness in his retirement!

*A motion was made by Dyvik, seconded by Kaminski, to accept the retirement of Public Works Director Marv Wurzer. Ayes: all.*

Following the formal acceptance of Wurzer's retirement, Mayor Chillstrom presented Wurzer with a plaque in recognition of his years of excellent service and commitment to the community.

Wurzer expressed his appreciation to the Council, staff, and to the residents and community for making Long Lake a great place to work during his tenure.

### **Ordinance Renaming Trail B Segment**

City Clerk Moeller indicated that this item was distributed as a bench handout at the meeting in hopes of keeping it a surprise from Wurzer.

Moeller read aloud the following statement:

"Marvin Wurzer began his employment as Public Works Director for the City of Long Lake on July 11, 1975. During his 41 years of service, City staffs, Mayors, Councils and residents have benefited

greatly from Marv's exemplary commitment to his position. Marv has given Long Lake his time, his strength, his wisdom, his patience, his protection through his role as a daytime responder with the City's Fire Department, and his heart throughout his tenure; never giving less than his best through all the years.

To honor the piece of himself that Marv shared with Long Lake these past 41 years, City staff is recommending the City Council consider renaming the Trail B trail segment to "Wurzer Trail". Trail B extends from behind the east side of the Long Lake Town Center at 1875 W Wayzata Boulevard to Hardin Park at 141 Glenmoor Lane. Staff discussed the idea previously with Mayor Chillstrom, who emphatically agreed that the honor was well-deserved and would be a fitting tribute in appreciation of Marv's extraordinary contributions and service.

Marv's last day of employment with the City of Long Lake will be Friday, July 22, 2016. With deepest sincerity, Long Lake City staff would like to personally thank Marv for all of his hard work, his knowledge and his friendship. We are truly honored to know Marv and to be able to work with him in our efforts to make a difference in the City of Long Lake. We congratulate him on his retirement – his service will forever be appreciated."

*A motion was made by Schneider, seconded by Olson, to adopt Ordinance No. 2016-06 renaming Trail B to Wurzer Trail. Ayes: all.*

With that, Mayor Chillstrom presented Wurzer with a sample "Wurzer Trail" sign as a keepsake.

Wurzer expressed his gratitude to the Council, staff and the Long Lake community.

Administrator Weske noted that "Wurzer Trail" signs are in progress, and the new signage will be installed along the trail soon.

### **Provide for the Sale of G.O. Bonds Series 2016A, Bonding for Watertown Road Improvement Project**

Stacie Kvilvang, Ehlers & Associates, indicated that the proposed bond sale would be bonding for the 2016 Watertown Road construction and utility improvement project currently underway. The statutory authorities are Chapter 429 for the road construction portion and Chapter 444 for the utility improvement portion of the project. The proposed sale would be the City's first rated bond, as overall debt issuance and annual debt service would be lower than if issued as a non rated bond. Ehlers also did review the City's current outstanding debt service and determined that rather than refinancing any of the debt at this time, it would make more sense to pay one obligation in full. Ms. Kvilvang indicated she would be discussing this recommendation further with Administrator Weske.

*A motion was made by Kaminski, seconded by Dyvik, to adopt Resolution No. 2016-29 providing for the sale of \$925,000 General Obligation Improvement Bonds Series 2016A. Ayes: all.*

Ms. Kvilvang also took the opportunity to wish Wurzer all the best in his retirement.

### **Watertown Road Improvement Project Update**

City Engineer LaBounty provided an update on the Watertown Road Improvement Project, and indicated that an email had been sent to Council members previously regarding Bid Alternate 1. Though all five right of entry agreements allowing Bid Alternate 1 to proceed were received prior to the project contract award, on Friday, July 8, one property owner rescinded his right of entry approval. At this time staff is recommending proceeding with the base bid project work but extending services for future connection to the Bid Alternate 1 area. The property owner's decision

was based on his concern regarding a large maple tree located adjacent to where trenching work would take place.

LaBounty, Weske and the Council discussed options presented for the property owner's consideration regarding the tree and/or replacement of the tree, and the cost ramifications of options offered thus far.

Ultimately, Council provided direction to staff to continue negotiations with the property owner and report back, in the hopes that a compromise can be reached, a right of entry re-signed, and that Bid Alternate 1 could proceed.

### **Proposed Ordinance Amendment to Chapter 8, Article V: Sign Regulations**

Planning Consultant Lewis reported that the Planning Commission had begun work on the sign ordinance back in January, and the Council had reviewed a draft new sign ordinance recommended for approval by the Planning Commission at the Council's second meeting in June. At that time, the Council requested the draft ordinance be amended to include a penalty section to address sign ordinance violations. Lewis prepared the new language and included it in the revised draft proposed for consideration. Lewis also provided an overview of the items addressed by the draft new sign ordinance.

Council and staff discussed lumens for electronic changeable copy signage and how the Conditional Use Permit process could be used to satisfy concerns about specific signage in relationship to its surrounding environment. Temporary signage – including banners, movable signs on trailers, for sale or rent signs, and special event advertising signage – was discussed at length as well.

Recognizing that special event signs issued to organizations for signage to be installed at properties would ultimately take away from the display days allowed to each property, and with interest in perhaps making exceptions for signage posted during specific holiday periods, Council members agreed a work session discussion of temporary signage was warranted prior to taking action on the draft ordinance.

*A motion was made by Schneider, seconded by Kaminski, to table consideration of the draft ordinance to a future meeting, to allow for further discussion of temporary signage provisions.  
Ayes: all.*

### **Water Meter Head Replacement Project**

Weske stated that at the July 12, 2016 Special City Council meeting, the Council heard two presentations from AMR equipment vendors. Metering and Technology Solutions presented the Itron AMR that is supported by Badger; and Ferguson Waterworks presented the Neptune AMR. Both vendors received feedback and questions from the Council, and the Council indicated a readiness to move forward with consideration of the water meter head replacement project for action at their next regular meeting.

Staff feels the products offered are mostly comparable, but the neighboring community of Orono has implemented the Neptune AMR and the City of Long Lake has many water/sewer agreements with Orono. The benefit to have the ability to cost share in future upgrades makes the Neptune the favorable decision. The Neptune works well with the City's quarterly meter reading process; allows for 96 days of downloadable data history for each meter; and has an application that can be used on a cell phone to provide the information to the home owner or City Hall.

Council member Schneider added that during the presentations, Ferguson Waterworks had noted an annual dollar amount that would apply for system maintenance, and suggested that the amount indicated be included as part of a motion.

*A motion was made by Dyvik, seconded by Kaminski, motion to not accept and close out any open RFPs related to full meter replacement, as it's not a good fit for the community. Ayes: all.*

A motion was made by Schneider, seconded by Dyvik, to purchase 854 (quantity) Neptune R900i AMR meter heads and software from Ferguson Waterworks to be placed on our current Badger meter bodies for \$126,153.94, enter into a contract to allow Ferguson Waterworks to install the meters for \$56,082, and enter into a contract to allow Ferguson Waterworks to inspect 650 residential sump pumps for \$650, at a combined cost not to exceed \$182,885.94, and including all representations made by Ferguson Waterworks at the City Council's July 12, 2016 Special Meeting. Ayes: all.

### **Night to Unite**

Moeller indicated that staff had schedule the annual Night to Unite park visits by Wayzata Police and Long Lake Fire officers and vehicles for 6:00 pm at Hardin Park, and 6:30 pm at Holbrook Park. She also questioned whether the Council would wish to reschedule their Tuesday, August 2 meeting to an alternate date.

*A motion was made by Olson, seconded by Dyvik, to reschedule the August 2, 2016 City Council meeting to be held on Monday, August 1, 2016 to allow for Council members to participate in Night to Unite activities. Ayes: all.*

### **OTHER BUSINESS**

**Farewell to Marv Wurzer** – City staff, consultants and Council extended their appreciation to Wurzer and their best wishes for his retirement. Wurzer indicated his employment had been a pleasure, and he had enjoyed working with great people and for a great city.

**Accessory Structures in R-2 District** – Lewis noted that the Planning Commission had been scheduled to have a discussion about possibly amending R-2 zoning district provisions relating to accessory structures, but the meeting had been cancelled due to lack of a quorum. The Commission will be reviewing the issue at their August meeting.

**Time Allocation Discussion** – Council member Olson reflected that at a future work session, it might be a good idea to discuss time allocation for both the Council and for staff. With the amount of change happening, it would be good to see if there are some duties that would make sense to outsource or a position that could be hired to help staff and meet the needs of the changing times. Weske noted that he had been exploring the idea of a hybrid position of sorts that could be involved in code enforcement and Public Works, among other ideas. Council member Olson also suggested that maybe some financial duties like payroll could be outsourced, and asked staff to give thought to what might be a good fit to assist in meeting the duties and challenges ahead. Later in the meeting, Council members Kaminski and Olson commented that they are looking forward to starting work sessions regularly at 5:00 pm in the hopes the Council can accomplish more.

**Highway 12 Median Barrier Project** – Council member Schneider advised that the community should be aware it is likely there will be some Highway 12 closures during construction of the Highway 12 median barrier, and there may be times the City will be experiencing a high traffic volume. Later in the meeting, Mayor Chillstrom reported that MnDOT representatives have

scheduled a Highway 12 Median Barrier Project Public Open House to be held on Wednesday, July 27 from 5:00 pm to 7:00 pm at Orono City Hall.

Organization Using Playground Equipment – Council member Schneider was recently contacted by Paul Bierhaus, a gentleman who is part of a non-profit organization that disassembles playground equipment for donation through non-profits to underprivileged nations. Mr. Bierhaus' organization will completely disassemble a playground equipment site leaving only the footings behind. He had looked at the City's play structure at Nelson Lakeside Park and determined it would be eligible for the program. Council member Schneider offered to direct Mr. Bierhaus to Public Works Director Goehring for further discussion.

**Lake Water Quality** – Council member Dyvik reflected that he was pleased to see the water quality in the lake was quite good at the moment.

City Wide Garage Sale Update – Moeller stated that she had 12 residential sales and six businesses offering specials for the City Wide Garage Sale Days event, to be held July 21 and 22.

**Night to Unite** – Mayor Chillstrom reiterated that August 2 will be Night to Unite, and encouraged the public to participate in Night to Unite activities.

**Corn Days Festival and Parade** – Mayor Chillstrom noted that the Corn Days summer festival and Corn Days Parade will be held the weekend of August 13 and 14. This year's parade will be following a different route due to the Watertown Road construction project being underway at the time of the event.

**ADJOURN**

*Hearing no objection, Mayor Chillstrom adjourned the meeting by general consent at 8:04 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk