



**MINUTES
CITY COUNCIL MEETING
February 7, 2017**

CALL TO ORDER

The meeting was called to order at 6:32 pm.

Present: Mayor: Marty Schneider; Council: Tom Skjaret, Jahn Dyvik, and Michelle Jerde

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

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS - LONG LAKE NEWS, MEETING REVIEW AND UPDATES

Mayor Schneider offered the following comments and updates:

Mayor Schneider had attended the January 28 Orono Lions Club Snowball Open event and reported it was a very good success. Although there was an issue with event parking in the Glenmoor Lane neighborhood in conflict with permit approval conditions, the issue was able to be resolved. Proceeds from the Snowball Open benefit the RED Lions "read every day" reading program for first grade students. Mayor Schneider had also attended the roll-out of this year's RED Lions program at Schumann Elementary School on January 30, at which the school principal and Orono Lions Club members Kenny Duke and Roger Adams presented the program.

Orono Rotary Club will be hosting their Ice Madness winter festival on February 11 at Nelson Lakeside Park. Multi-faceted winter themed fun and games are planned, including a skating rink. A Medallion Hunt will begin at 10:00 am, with the winning prize being a \$500 gift basket supplied by local businesses. An additional \$100 gift basket donated by the business community will be awarded for "craziest hat worn".

At the last EDA meeting, the EDA approved the expenditure of funds for "Shop Long Lake" signage. Moving into spring, businesses will be able to post these signs while County Road 112 is under construction to encourage shopping in town. Businesses with these signs are anticipated to be offering specials during the construction period.

The Long Lake Area Chamber of Commerce and Business District Initiative group, in partnership with the City's EDA, will be holding a second open meeting on February 15 at City Hall starting at 5:30 pm. The purpose of the meeting will be to continue to help residents and businesses prepare for the coming start of the County Road 112 road construction.

Mayor Schneider also noted that there will be some speakers during the Open Correspondence period.

APPROVE AGENDA

Mayor Schneider asked that the order of Agenda Item No. 6 and Agenda Item No. 7 be reversed, allowing for the Open Correspondence period to take place following the recognition awards.

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of January 17, 2017 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Adopt Resolution No. 2017-08 Appointing Park Board Members
- D. Adopt Resolution No. 2017-11 Approving the Continuation of the Joint Powers Agreement for E-Charging and Court Services

Addressing Consent Agenda Item C, City Clerk Moeller clarified that the appointment of Park Board members was placed on the Consent Agenda recognizing that three applications were received for three openings – two applications were by Board members to serve second terms, and a third application was received from former Mayor Donny Chillstrom. With no additional candidates for the three positions, staff recommended the three applicants be appointed to fill the vacancies.

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

RECOGNITION OF MAYOR DONNY CHILLSTROM, CITY COUNCIL MEMBER LIZ OLSON, AND CITY COUNCIL MEMBER KURT KAMINSKI FOR YEARS OF SERVICE

Mayor Schneider presented Community Service Award plaques to former Mayor Donny Chillstrom and former City Council member Kurt Kaminski, in appreciation for their dedicated service and commitment to the City of Long Lake. Community Service Award plaques included Mayor Chillstrom and Council member Kaminski's years of service to the City. Plaques were accompanied by hand-blown glass paperweights engraved with the City of Long Lake logo, donated to the City by Fierce Glass.

Mayor Schneider added that Mayor Chillstrom's name and term have been added to the Mayors Plaque in the Council Chambers, celebrating a tradition of honored Mayors who led by example, displaying pride in community and a commitment to excellence.

Former City Council member Liz Olson had a conflict arise and was unable to attend the meeting.

OPEN CORRESPONDENCE

Matt Anderson, 325 Glenmoor Lane – Mr. Anderson has been a resident since 2014 and was in attendance at the meeting to discuss the ongoing issue of overflow parking for the Birch's on the Lake restaurant parking in the Glenmoor Lane neighborhood. While he would like to see Birch's experience continued success, he feels strongly that this shouldn't be to the detriment of residents. He has spoken directly with Burt Joseph of Birch's, as well as with Council members. Birch's ongoing parking use of his neighborhood has created property damage, traffic and visibility concerns, and public safety issues as patrons are walking across County Road 112 in an uncontrolled and dangerous area. He is also concerned that children playing outdoors in spring and summer will be at risk. Regarding the parking issues experienced during the Snowball Open, he understood the event permit required that "no event parking" signage be posted in the Glenmoor Lane neighborhood; however, signs were not posted until mid-day. He asked that the City give some attention to this ongoing parking and public safety issue.

Sara Ortega, 297 Harrington Circle – Ms. Ortega's family moved to Long Lake in July 2014. She stated that she has some concerns about the new water meter equipment being installed and

indicated that her objective in speaking before the Council was to request an opt out option for her family. She expressed concern that the new meters constantly emit a radio frequency, though meters are only read once a quarter. The location of her meter in her home would be close to where her children sleep and play, and she is concerned about the meters emitting their radio frequency as her children have developing brains. Respecting differences of opinion, she requested that an opportunity to opt out be made available. If opting out would result in fees, she asked that fees be cost-based rather than punitive in nature.

Jennifer Beam, 275 Harrington Circle – Ms. Beam reflected that Ms. Ortega’s statement had been well prepared. With the meter located inside her home, as Ms. Beam works out of her home, she has concern about the constant activity of the meter and being unable to turn it off. She too would be interested in an opt out option, in whatever form it may be presented.

Katie Sanderson, 157 Inglewood Street – Ms. Sanderson stated that she shares her neighbors’ concerns. Her family is home schooled and with her children home all day, she would love to be part of an opt out option, or would be in favor of a solution where meter equipment could be installed on the exterior of the home instead.

In response to the neighbors, Mayor Schneider provided a review of the purpose behind the water meter replacement program, and thanked the neighbors for speaking. The next step will be for Council to confer with staff to learn more and ascertain what reasonable solutions may be available. Later, he referenced correspondence sent out advising that water may be shut off for failure to set up the new meter installation, and suggested that water should not be shut off to properties who are working with the City due to their concerns expressed about the technology. Public Works Director Goehring agreed.

Council member Dyvik added that as he also has four children, he would be interested in seeing studies that have been done about emitting frequencies.

Addressing the parking issue expressed by Mr. Anderson, Council member Skjaret reflected that he had spoken with a patrol officer and in a short discussion learned there are limits to the enforceability of temporary no parking signage. Reflecting on traffic safety in general, he added that he had received many comments about the speed of traffic on Grand Avenue. Moeller added that there may be opportunity to address some traffic safety issues through a review of the traffic and vehicles section of City Code. That particular section does need to be revised to remove outdated references.

Donny Chillstrom, Orono Lions Club – Mr. Chillstrom apologized on behalf of the Orono Lions Club for the failure to install the “no event parking” signage required to be placed in the Glenmoor Lane neighborhood in advance of the Snowball Open. He added that the Orono Lions Club is a small group, and the Snowball Open requires a lot of work; he believed the missing signage was truly an unintentional oversight during the preparations for event day.

BUSINESS ITEMS

Appointment of City Council Member, Planning Commission Member, and LMCC Resident Representative

Moeller reported that a press release previously announced that applications would be accepted for the positions of Planning Commission member and LMCC Resident Representative, to be appointed by the City Council. Following that initial press release, at the January 3, 2017 City Council meeting, the City Council adopted a resolution declaring a vacancy exists on the Council for a term expiring December 31, 2018. This vacancy was created by the election of mid-term Council member

Schneider to the office of Mayor, with Mayor Schneider sworn into office on January 3. A Press Release dated January 4, 2017 announced the City Council position opening to fill the remainder of the unexpired term.

Applications for all of the position opportunities were received through January 20, 2017. Due to the number of vacancies advertised, applicants were invited to indicate their interest one or more of the differing positions available. At the end of the application period, candidates were contacted and interviews scheduled to take place during the February 7, 2017 City Council Work Session meeting. With interviews completed at the Work Session, staff recommends the Council consider making appointments to fill the City Council, Planning Commission, and LMCC Representative vacancies. Moeller reviewed a summary of candidates who applied for consideration, listed in alphabetical order by their last name. She noted that some candidates did indicate interest in more than one of the openings available.

CITY COUNCIL

Cary Bacall
Timothy (Tim) Hultmann
Kurt Kaminski
Charles (Charlie) Miner

PLANNING COMMISSION

Timothy (Tim) Hultmann
Charles (Charlie) Miner
Virginia See

LMCC RESIDENT REPRESENTATIVE

Cary Bacall
Charles (Charlie) Miner

Moeller displayed a sample selection form ballot prepared by staff for the City Council's use to facilitate the candidate selection process. Staff made enough copies of the form to supply two rounds of voting if needed. Once the candidate selection voting process has reached a conclusion, appointment of the City Council member and Planning Commission member candidates should be formalized through the adoption of resolutions. Resolutions have been prepared by staff for this purpose. Appointment of the LMCC Resident Representative position may be made by motion of the Council.

Mayor Schneider noted that State law provides that the selection of a City Council member to fill a vacancy is left up to the City Council as a body; however, in the event of a tie vote, State law permits the Mayor to select any eligible person to fill the vacancy. He would not be looking forward to exercising this option, reflecting that they are present as a Council to make the decision collectively, and he would be optimistic a majority consensus could be reached.

In terms of the overall candidate selection process, Mayor and Council agreed that in situations where a candidate had applied for more than one position, they would be in favor of selecting a name only once on a selection ballot. Mayor and Council all commented favorably on the quality pool of candidates who had applied, and for those who may not be selected, it was noted that openings for Planning Commission and Park Board will be advertised again at the end of the year.

Staff distributed selection form blanks to Mayor and Council, along with an envelope to collect completed forms. Mayor and Council completed a first round of selection voting, tallied by Moeller and Goehring as follows:

LMCC RESIDENT REPRESENTATIVE

Four unanimous votes for prevailing applicant Cary Bacall.

PLANNING COMMISSION

One vote for Charlie Miner, and three votes for prevailing applicant Virginia See.

CITY COUNCIL

Two votes received for Kurt Kaminski, two votes received for Charlie Miner, resulting in a tie vote.

Mayor and Council held brief discussion and agreed to complete a second round of selection voting for the office of City Council member, with their votes to be limited between the two tied candidates.

Staff distributed a second round of selection form blanks to Mayor and Council, along with an envelope to collect completed forms. Mayor and Council completed their selection voting for the office of City Council member, tallied by Moeller and Goehring as follows:

CITY COUNCIL

Three votes received for prevailing applicant Kurt Kaminski, one vote received for Charlie Miner.

Mayor Schneider reviewed the final vote tallies for each position to confirm accuracy.

A motion was made by Jerde, seconded by Skjaret, to adopt Resolution No. 2017-12 appointing Kurt Kaminski to fill the vacant position of City Council member serving the remainder of a term effective through December 31, 2018. Ayes: all.

A motion was made by Dyvik, seconded by Jerde, to adopt Resolution No. 2017-13 appointing Virginia See to the position of Planning Commission member serving the remainder of a term effective through December 31, 2018. Ayes: all.

A motion was made by Skjaret, seconded by Dyvik, to appoint Cary Bacall to the position of LMCC Resident Representative, representing the City of Long Lake on the Lake Minnetonka Communications Commission for a term expiring December 31, 2018. Ayes: all.

Consider Approval of Purchase Offer for 1994 Ford L8000 Dump Truck

Goehring stated that the Public Works Department recently replaced the 1994 Ford L8000 dump truck with a 2016 Freightliner Medium Duty 106 from IState Truck Center. Truck components including the box, plow, sander, and hydraulics were purchased through Truck Bodies and Equipment International, Inc. With the new replacement truck in service, the Ford L8000 and attachments can be sold. Reviewing past Council actions, on July 21, 2015, the City Council authorized the purchase of the 2016 Freightliner truck cab, chassis, and truck equipment; and on April 5, 2016, the City Council voted to authorize pursuing sale of the 1994 Ford dump/plow truck with a reserve of \$10,500.

TGM Services, Inc., a commercial lawn maintenance and snow removal business, responded to the posted Craigslist advertisement for the 1994 Ford L8000 dump truck and related attachments. On Friday, January 27, 2017, TGM Services, Inc. visited Public Works to inspect the truck and see it in operation. Later that day, a formal offer for the asking price of \$14,500 was received through email.

On Tuesday, January 31, 2017 an earnest check of \$1,000 was received from the potential buyers and delivered to City Hall.

Staff is recommending a motion to approve the sale of the 1994 Ford L8000 dump truck with snow plow and sander to TGM Services, Inc. of Prior Lake, Minnesota for \$14,500 through wire transfer.

Mayor Schneider recalled that initially when the new truck was purchased, IState had offered a trade in value of \$9,600, and the decision was made to pursue sale believing the truck would be of higher value to the open market. He reviewed his role in taking photos of the truck and posting the Craigslist ad, and thanked Public Works staff for their efforts in working with interested parties resulting in the offer presented.

Council member Skjaret questioned whether there was any need to retain the truck as a "dirty jobs truck" of sorts; and also asked whether there would be any warranty or disclosure on the sale.

Goehring confirmed that the old truck was not necessary for Public Works operations with the new truck fully operational; and that the truck sale would be as is, with copies of all maintenance and service records to be provided to the buyer. Administrator Weske will accompany the buyer to change the title into the buyer's name once payment in full is received.

A motion was made by Jerde, seconded by Dyvik, to approve the sale of the 1994 Ford L8000 dump truck with snow plow and sander to TGM Services, Inc. of Prior Lake, Minnesota for \$14,500 through wire transfer. Ayes: all.

Discuss and Consider Alarm Dialer Replacement

Goehring reported that Long Lake operates three sewer lift stations which are monitored through alarm dialer systems. These alarm dialers call out Public Works staff in the event of an emergency. Emergency conditions can include power loss, high level alarms, and low level alarms. Notifications through these alarm dialers tell Public Works staff what is happening at the lift station, what to expect when they arrive on scene, and what equipment or techniques will be required to return the lift station to a safe operating condition. In addition to monitoring the lift stations, the water interconnect valve at Brimhall Avenue and Wayzata Boulevard is also monitored through an alarm dialer. The alarm dialer at the interconnect valve monitors whether the valve is open or closed. In 2007, the valve failed and opened unknowingly to Public Works staff and a significant amount of water flowed from Orono to Long Lake.

Prior to 2017, two lift stations and the interconnect valve were monitored through a cellular device called the "Microtel CellStat" which operated on a 2G cellular network. Each device required a yearly \$100 prepaid phone card to operate. As of January 1, 2017, the 2G network is no longer supported by AT&T and the dialers are no longer in operation. Public Works is closely monitoring the lift stations at Watertown Road and Lindawood Lane on a daily basis until a monitoring system is in place.

The Apple Glen lift station alarm dialer was upgraded from the Microtel CellStat to a Sensaphone Sentinel system in July 2016 after the CellStat hardware failed. The Sentinel system has all of the features of the older dialers, and can reach out to Public Works staff through phone, text, or e-mail. Also included is a user-friendly web-based interface which allows staff to access and view data from the office or home. All sensor data is sent to this interface and storage is limitless for record keeping and future retrieval. InControl out of Blaine, MN provided the hardware, installation, and set-up for the Apple Glen lift station.

Upgrading to the modern Sensaphone Sentinel system has many benefits and would complement on-site generators. Each Sentinel unit would become a part of the monitoring network and would allow Public Works to view each facility simultaneously from the internet. The Apple Glen Sentinel has a monthly fee of \$25, or \$300 annually, for the cellular 3G internet connection that is required for the device. This may be the most cost effective way to obtain a monitoring network compared to having dedicated internet services installed at each site plus the associated monthly fees. Currently, the Sentinel dialers available for purchase operate on a 3G cellular network through AT&T or Verizon that may be phased out in the near future. Sensaphone has indicated that their new Sentinel device which runs on a 4G cellular network will be released in February or March 2017. Staff is recommending that the Council considers the upgrade to a 4G monitoring network.

Goehring displayed the web interface for the Apple Glen lift station for the Council to view the monitoring system's operation. He indicated that he has received quotes thus far for upgrading dialers at other facilities from Quality Control & Integration, Inc. and from Telemetry and Process Controls. He is awaiting a quote from InControl, the company that equipped the Apple Glen lift station. He confirmed that at this time he was not requesting Council action, but wanted to present the information for the Council's consideration and questions.

Council and staff discussed the SCADA system in use for the City's well system versus the Sensaphone Sentinel system proposed. Goehring added that he and Administrator Weske had met with an AT&T corporate office, and it was made clear that since the 2G network is no longer there, they had no solutions to offer the City other than to upgrade this necessary infrastructure. Goehring will present a recommendation for action to the Council at a future meeting pending receipt of the quote anticipated from InControl.

OTHER BUSINESS

Planning Commission Meeting – Moeller noted that due to a lack of pending land use applications at this time, and work on the Comprehensive Plan update to be delayed until a more solid understanding of Metropolitan Council's expectations for the update is achieved, staff is recommending the February 14 Planning Commission meeting be cancelled. No objection was received and staff will cancel the meeting accordingly.

Burger King Demolition – Moeller indicated that the demolition permit had been pulled for removal of the former Burger King building, and demolition is currently underway.

Goal Setting Session – Council member Skjaret stated that he and Council member Jerde had attended the League of MN Cities Newly Elected Officials conference and returned with ideas to be shared at an upcoming Council goal setting session. Moeller added that with the final Council member to be seated at the next meeting, Administrator Weske would have an agenda item for consideration to establish a goal setting meeting date.

LMCC Meeting – Council member Skjaret reported that at the LMCC's meeting on Thursday that week, the LMCC would be looking at an application from Frontier to provide cable services serving this area. This represents the first time the LMCC has received a competitive based application to consider.

Encouragement to Candidates for Positions – Council member Jerde expressed her appreciation to the candidates who applied for City Board and Commission positions. Council member Dyvik echoed her sentiments and encouraged candidates to continue to stay involved and consider applying for position openings to be posted at year end. He further noted it was encouraging to see people are moving here and engaging in community. Mayor Schneider added

his gratitude to the candidates who applied for the various positions, and in addition to City position opportunities at year end, he encouraged consideration of other opportunities such as the Long Lake Waters Association or Downtown Business District Initiative.

Equipment Storage Business Items – Mayor Schneider noted that the City of Wayzata is storing a calliope and a few other storage items in the Long Lake Public Works facility, with the understanding that as compensation for the storage, Long Lake has access to some Wayzata equipment items. He recently spoke with Wayzata’s City Manager and he is encouraging Long Lake staff and Wayzata staff to formalize and document any understandings. Similarly, the West Hennepin Safety Commission has received a recommissioned military vehicle to be used as a command vehicle for their agency, and has requested the City consider allowing it to be stored in the Long Lake Public Works facility. He has indicated that the matter should be articulated further and any agreement documented.

Downtown Business District Initiative Update – Mayor Schneider reiterated that the group’s next meeting will be February 15 at 5:30 pm, to be held at City Hall. He also noted that the group is being very thoughtful in use of BDI grant funds, and had acquired three cost estimates from three local businesses before purchasing the 70 to 80 “Shop Long Lake” signs to be distributed to businesses.

ADJOURN

A motion was made by Jerde, seconded by Skjaret, to adjourn the meeting. Ayes: all. Mayor Schneider adjourned the meeting at 8:15 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk