



**MINUTES
CITY COUNCIL MEETING
November 4, 2019**

CALL TO ORDER

The meeting was called to order at 6:30 pm.

Present: Mayor: Charlie Miner; Council: Deirdre Kvale, Jahn Dyvik, and Tom Skjaret

Staff Present: City Administrator: Scott Weske; Public Works Director: Sean Diercka; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

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

Mayor Miner offered the following comments and updates:

New restaurant Carbone's Pizzeria opened last week. Mayor Miner and his wife had already been there, and he encouraged residents and others to visit the new restaurant along with all the great restaurants in town.

With Daylight Saving Time over and the onset of colder weather, Mayor Miner reflected that winter is around the corner.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of October 22, 2019 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Adopt Resolution No. 2019-47 Designating the Polling Place for the Precinct Within the City of Long Lake
- D. Authorize the City Administrator to Hire Part-Time, Seasonal Employees to Staff the Rink and Warming House at Holbrook Park for the 2019-2020 Winter Skating Season

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

Regarding the Holbrook Park rink attendant position item, Mayor Miner inquired whether staff had received any further contact from Orono Youth Hockey. Moeller confirmed staff had not received further correspondence, but noted that staff is exploring alternative options for posting and advertising the position for the coming season. She also clarified that the wage rate had increased slightly over the previous year to be reflective of 2020 minimum wage rate requirements, and at this time, she and Administrator Weske agree that the wage rate remains appropriate to the

responsibilities of the position. It was noted that applicants must be a minimum of 18 years of age to apply.

OPEN CORRESPONDENCE

No one appeared to address the City Council during Open Correspondence.

BUSINESS ITEMS

Public Hearing: Certification of Unpaid Delinquent City Utility Accounts for Assessment/Collection

Administrator Weske explained that in the past, though the City has had the authority to certify unpaid delinquent accounts, the City has instead opted to work with individuals to resolve unpaid accounts through payment plans. Unfortunately, some continually do not fulfill their obligations when it comes to payment agreements, and knowing that a number of accounts will continue to remain unpaid in this fashion, staff initiated the statutory process for certifying delinquent utility accounts and will continue to recommend doing so annually in order to assure the City receives payment of unpaid amounts owing due. Weske responded to Council member questions about the process, indicating that those included on the delinquent unpaid accounts assessment roll were multiple quarters past due and their balances represent continued habits of not paying for services and water used. With the cold weather rule now in effect preventing the City from shutting off water service to delinquent account holders, following the certification process will allow for unpaid amounts to be assessed to property taxes payable 2020 at a 4% interest rate.

Mayor Miner opened the public hearing at 6:40 pm.

Hearing no comment, Mayor Miner closed the public hearing at 6:40 pm.

Moeller stated that a revised assessment roll reflecting payments made on accounts since distribution of the Council packet had been distributed to Council members as a bench handout. Staff anticipates that as the deadline to make payment arrives prior to the final assessment roll being transmitted, it is likely more accounts will come off the final assessment roll list.

2020 Sanitary Sewer Cleaning and Televising Project for District 4

Public Works Director Diercks recalled that the Council had previously issued a moratorium on new sewer services connecting to Long Lake from properties outside City limits. Also, staff has been working on an ongoing inflow and infiltration (I/I) study to try and see where excessive groundwater is infiltrating into the City's sewer. The focus has been on District 4 which has the largest well in the City, and the overall Watertown Road lift station and sewershed. Diercks presented graphs highlighting excessive and higher than normal lift station run times. He noted that initially staff had considered recommending televising the Watertown Road lift station sewershed area, but taking into account a possible future reconstruction of Grand Avenue, staff thought it may be advisable to consider a sanitary sewer cleaning and televising project for all of District 4. Diercks had solicited quotes from three reputable service providers and had received two quotes. The low quote received was from Pipe Services Corporation in the amount of \$23,262.10. Staff is asking the Council to consider approval of the quote for inclusion in the 2020 budget, in order for televising to be undertaken at a strategic time in April when a seasonal spike would be expected, and to view the conditions of the lines in preparation for a possible future sewer lining project.

Diercks displayed map exhibits to show the history of previous I/I reducing efforts completed in District 4 during 2010, and also to show the current District 4 cleaning and televising project proposed. Diercks, assisted by Weske, responded to Council member questions regarding the type of data televising will produce; how televising will show where leaks are occurring; WSB's role in

reviewing resulting televising data and coming up with recommendations; what element of risk there may be in applying liner to aged clay pipe infrastructure; funding sources and grant availability for the cleaning and televising project and future I/I reduction efforts; the timing of action to award the quote in order to assure being on the contractor's schedule in the spring; and how the resulting data will help the City identify some of the biggest I/I contributing sources that could be addressed to ultimately reduce the City's Metropolitan Council I/I surcharges.

Diercks also displayed a map of District 1 which had been televised in 2015 in preparation for the Wayzata Boulevard W project. In beginning to review the resulting data, he'd identified and pointed out two very "hot spots" in District 1 that would be candidates for lining. He will continue to review District 1 televising data and if the rest of the District is in good shape, he may recommend lining short portions to alleviate I/I. Data on one of the two leaks confirmed it was observed as a 6 gallon per minute leak, which certainly adds up. He confirmed the 6 gallon per minute leak was in the area of John James' property. He responded to Council questions regarding how data from a district allows engineers and Public Works to estimate a rate of infiltration; clarified that the style of liner in thickness would impact the cost per foot of a lining project; and confirmed the District 1 data from 2015 is the most recent other area televised. He would likely be revisiting the District 1 data and possible project recommendations before Council once more research has been completed.

Council member Kvale, referencing a possible upcoming street project, questioned whether the scope of services for the 2020 cleaning and televising project should be revised to include Lakeview Avenue as well.

Council member Skjaret suggested the Council consider actioning upon the quote from Pipe Services and then adding Lakeview Avenue as a change order.

Diercks confirmed that Pipe Services is a pretty reputable contractor who has worked in the City previously.

A motion was made by Skjaret, seconded by Jerde, to award the 2020 Sanitary Sewer Cleaning and Televising Project for Sanitary Sewer District 4 to Pipe Services Corporation of Shakopee, MN at an anticipated cost of \$23,262.10, with said project expense to be included in the final 2020 operating budget. Ayes: all.

Council and staff discussed considering adding Central Avenue to a change order as well.

Diercks confirmed that 50 year old pipe infrastructure does not always need to be replaced but can also be lined depending upon its condition. Diercks explained that within a utility location section, sewer is always set the deepest.

Approval of Gas Franchise Ordinance for CenterPoint Energy

Moeller noted that this item had been prepared by City Attorney Thames, and read aloud the content of his staff report. CenterPoint Energy Resources Corp., dba CenterPoint Energy Minnesota Gas, (the "Company") has operated within the City for the past 10 years under a franchise agreement which expires in 2019. City Attorney Thames had engaged in negotiations with the Company on a new franchise agreement. He recently reached agreement with the Company on a draft which he felt protects the City's interests, being presented for the Council's review and consideration. The new agreement would provide for a 20 year term. The new ordinance would go into effect after Council approval, upon publication. The costs of publication will be paid by the Company.

Mayor Miner questioned whether the franchise ordinance represented substantial changes over the prior agreement. Weske responded that the format had changed substantially and was in part based upon City Attorney Thames' work on the recent Xcel Energy franchise ordinance adopted by Council.

A motion was made by Jerde, seconded by Dyvik, to approve Gas Franchise Ordinance for CenterPoint Energy Resources Corp., dba CenterPoint Energy Minnesota Gas, Ordinance No. 2019-05. Ayes: all.

OTHER BUSINESS

November 19 Meeting Absence, Rescheduling November 19 Council Meeting – Council member Kvale advised that she would be unable to attend to the November 19 Council meeting as she would be attending a family memorial service. Later under Other Business, the subject of Council member Kvale's necessary absence from the November 19 meeting prompted Council to consider rescheduling the meeting, taking into account that a land use application which would involve a super-majority voting requirement would be on that agenda. Staff noted that if Council opts to reschedule the meeting, staff would need to verify that planning and engineering consulting staff would be available to attend the alternate date selected.

A motion was made by Skjaret, seconded by Jerde, to reschedule the Tuesday, November 19 City Council and EDA meetings to be held instead on Thursday, November 21 at the regular meeting start times, pending availability of outside consulting staff. Ayes: all.

Hanging Flower Basket Arrangements – Council member Dyvik had been in contact with Gregor Farms, the vendor who had provided the hanging flower baskets and arrangements earlier in the season. The representative from Gregor Farms had questioned whether the City would be ordering basket planting for the next year, indicating that they would propose pricing for the planting remain unchanged from 2019. He noted that the City owns the hardware already and would not have to reorder that item. The vendor would also be working on an arrangement to include more trailing varieties. For 32 baskets at a cost of \$82.50/basket, the total would be \$2,640. Council member Dyvik added that he had received a lot of positive comments about the baskets, and while the idea of involving local businesses in basket sponsorship had never really happened, he would suggest the Council consider authorizing the purchase. He pointed out that Gregor Farms would need to start planting the baskets in the January/February timeframe in order for them to be ready for spring. The vendor had also offered to store the hardware on the City's behalf. Council member Jerde voiced support for purchasing the basket plantings as suggested. Responding to questions by Council member Skjaret, Public Works Director Diercks described the watering process to water the plants three times a week; and Weske verified that the purchase would not require a motion with a dedicated funding source identified, but could be completed under staff direction from Council. Weske suggested Council member Dyvik continue to be the point of contact with the greenhouse, noting that pickup of hardware would need to be coordinated with Public Works Director Diercks. Council members were in agreement that the basket planting order should be placed.

Long Lake Rowing Crew Proposal for Facility at Summit Beach – Council member Dyvik shared that he had learned the Long Lake Rowing Crew is presenting a proposal in front of the Orono Park Board to request approval of a plan to construct a significant boathouse facility for their organization at Summit Park. The current proposal depicts a 9,000 square foot, two story boathouse with associated docks. Council member Dyvik noted that he was disturbed that in making this presentation, the LLRC had not taken the City of Long Lake's concerns into account.

City Clerk Moeller indicated she would reach out to the City of Orono and to HCSO Water Patrol to inquire further about the proposal.

Update on Comprehensive Plan Project – Mayor Miner sought clarification on the status of the 2040 Comprehensive Plan update project, and questioned whether WSB had made recent mention of scheduling a work session to review progress on the draft revisions. Moeller confirmed that WSB has been actively working on the Comprehensive Plan revisions, and Planning Consultant Imihy could provide a progress update at the Council’s next meeting.

Holiday Lighting – Weske indicated that staff had reached out to the holiday lighting vendor used last season to install lighting again to be active just after Thanksgiving. Holiday banners would be hung around the same time. Weske referenced prior discussions of Council related to other holiday lighting elements such as snowflakes, and questioned whether Council had any specific direction for other holiday lighting purchases they would like staff to research. Council members were supportive of contracting again with the previous season’s holiday lighting vendor. Council member Dyvik noted that he had observed the pre-lit snowflakes for light poles were significantly expensive. Related to holiday lights, Mayor Miner questioned who typically lit the evergreen behind Lakeside Wine & Spirits. Staff confirmed the lights remain on the tree year-round, and the Chamber of Commerce has hosted an annual tree lighting ceremony since the tree’s lights were hung.

2019 School District Election Information and Facebook Post – Moeller advised that the City of Long Lake does not have an election in 2019 and so voting will not be taking place at Long Lake City Hall on election day; however, she is circulating information on the City’s various communications means to help Long Lake voters know where to vote in the Orono School District election applicable to Long Lake residents. She noted that she had posted a link to the Orono School District’s voting information page on the City’s website, and a commenter had voiced a position on the District’s ballot question. In posting “where to vote” information, she clarified that the City was not taking any position on the ballot question. Council and staff discussed reviewing the City’s Facebook page settings to determine if comments could be turned off.

Veterans Day Event – Mayor Miner indicated that Veterans Day would be a week from the date of the meeting. Mayor Miner will be out of town that week; however, he mentioned that he believed former Mayor Schneider may be working on a Veterans Day recognition event. He stated that he would pass on more information as it becomes available.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:38 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk