



**MINUTES
CITY COUNCIL MEETING
March 24, 2020**

CALL TO ORDER

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

Present: Mayor: Charlie Miner (in person); Council: Deirdre Kvale (telephonic), Michelle Jerde (telephonic), Jahn Dyvik (in person), and Tom Skjaret (telephonic)

Staff Present: City Administrator: Scott Weske (in person); Fire Chief: James Van Eyll (telephonic); City Attorney: John Thames (telephonic); and City Clerk: Jeanette Moeller (in person)

Absent: None

PLEDGE OF ALLEGIANCE

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

Mayor Miner offered the following comments and updates:

Mayor Miner commented that he hoped everyone is healthy and doing well. He explained that at the advice of the City's Fire Chief and emergency manager, the Council meeting was being conducted telephonically consistent with provisions of state statute that permit boards and commissions to do so. He thanked City staff for their work in preparing for the telephonic meeting, and for making COVID-19 related information available via the website and Listserv. He also recognized Fire Chief Van Eyll for all the work he has been doing while attending emergency managers meetings and keeping the City up to date with best practices during the COVID-19 pandemic. Mayor Miner advised that City offices are closed to the public at this time. He encouraged supporting local businesses when possible, in particular the City's restaurants which do have takeout options available. He stated that Long Lake will get through the pandemic together as a community.

Mayor Miner highlighted a program called "Hands for Heroes". Copperwing Distillery has shared a GoFundMe fundraiser to help them in their effort to make hand sanitizer for firefighters and public safety departments. The Long Lake Fire Department will be a recipient of hand sanitizer through this program.

Prior to the Council meeting, the EDA met and discussed a draft purchase agreement for the sale of the vacant City-owned Virginia Avenue property. A public hearing will be held at the next EDA meeting on April 21 to allow for feedback from the community on the potential sale.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of March 10, 2020 City Council Work Session
- B. Approve Minutes of March 10, 2020 City Council Meeting
- C. Receive Minutes of February 18, 2020 Economic Development Authority Meeting
- D. Approve Vendor Claims and Payroll

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

OPEN CORRESPONDENCE

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

BUSINESS ITEMS

Planning Case #2020-02 / Request for the Approval of a Preliminary and Final Plat Combining Lots Located at 500 Willow Drive and 510 Willow Drive W (John Davis, Professional Asphalt Services / Davis Industries)

Administrator Weske introduced the property owner's request for a Preliminary and Final Plat to combine his lots at 500 and 510 Willow Drive, formerly the site of the old West Side Redi Mix plant. He reported that the application met subdivision standards for platting, and indicated that combining the lots would allow the property owner to demolish existing structures and put up a new office/storage building for his asphalt company. Weske advised that to staff's knowledge, the owner does not intend to run full asphalt operations out of the site, but rather to have a building to house equipment and office space.

Weske confirmed that Hannh Rybak is the City's new planning consultant from WSB.

A motion was made by Skjaret, seconded by Jerde, to adopt Resolution No. 2020-08 approving the request for a Preliminary and Final Plat for a lot combination located at 500 and 510 Willow Drive subject to conditions contained in the resolution. Ayes: all by roll call.

Discuss Corona Virus (COVID-19) Emergency Response and Preparedness Resolution Extending the Period of a Mayor-Declared Local Emergency

Fire Chief Van Eyll reported that staff is recommending Council consider adoption of a resolution to extend the period of a Mayor-declared Local Emergency, and affirmed that the resolution included a provision that the emergency period would continue until Federal or State action declares an end to the State of Emergency; or until subsequent determination of the Long Lake City Council declares such an end. The Local Emergency declaration and extension by Council will allow the City the ability to request additional assistance, if needed, and to begin tracking expenditures related to response to and management of the COVID-19 situation. If funds become available for reimbursement by the State or Federal governments, the City would be able to submit claims towards eligible expenses.

Chief Van Eyll noted that the preparedness plan describes levels of City services, and he indicated the City is currently approximately operating at Level 3. Access has been closed to City buildings to limit staff contact with the public, and staff is handwashing and sanitizing regularly. Some different thresholds

City Attorney asked Chief Van Eyll if it was his opinion that it is no longer advisable to have members of the public at City Hall for hearings, noting that his question was in relation to a public hearing the EDA will be holding the following month.

Van Eyll responded that he would advise no public contact with the City's employees, and would recommend anyone who wishes to participate in a public hearing do so digitally or telephonically.

Council member Kvale thanked Mayor Miner and City staff for taking action on matters related to the COVID-19 pandemic.

A motion was made by Dyvik, seconded by Jerde, to adopt Resolution No. 2020-07 extending the period of a Mayor-Declared Local Emergency. Ayes: all by roll call.

Fire Chief Van Eyll spoke to the Long Lake Pandemic Influenza, Droplet or Airborne Virus Preparedness Plan, commenting that it had been modeled after similar plans implemented by cities like Maple Grove and Plymouth. The plan was prepared in consultation with Wayzata Police Chief Risvold, and with the involvement of the City Administrator and Public Works Director. Regarding levels of service under the plan, he indicated the plan was developed to allow for some ability to operate around and between levels recognizing a pandemic response situation can be very fluid in changeability.

Mayor Miner thanked Van Eyll for his work over recent weeks, preparing for pandemic response while responding to fire calls.

Council member Kvale pointed out that for the Level 4 levels of service in the plan, the plan states that all public meetings and travel are cancelled. She noted that if the City would still conduct telephonic meetings, she would recommend revising the Level 4 descriptions to state public meetings could still occur in a telephonic format.

A motion was made by Kvale, seconded by Jerde, to adopt Long Lake Pandemic Influenza, Droplet, or Airborne Virus Preparedness Plan, amending the plan to reference that under Level 4 operations, all in person public meetings and travel are cancelled, with public meetings by telephonic or other electronic means being permitted. Ayes: all by roll call.

OTHER BUSINESS

Present in Chambers – Mayor Miner faced his camera to the Chambers to show that there were very few individuals present in Chambers for the telephonic meeting, and all were maintaining their appropriate distancing.

Updates to Noticing Meetings – City Attorney Thames stated that he would like to be sure staff has clarity in direction on noticing meetings. This meeting had been noticed as “some may appear telephonically”. He added that the notice may need to be expanded upon a bit to clarify whether anyone from the public is able to be present. Fire Chief Van Eyll would advise against permitting public in person attendance. City Clerk Moeller confirmed she would update the notice/disclaimer and run it by the City Attorney.

Additional COVID-19 Related Comments – Fire Chief Van Eyll reported that he had been advised the shutdown of schools and restaurants is anticipated to be extended for at least a few more weeks, and he will continue to send out situational updates. The annual Long Lake Fire Pancake Breakfast has been postponed from the original April 26 date to a later date yet to be determined. Mayor Miner noted that hopefully we can “flatten the curve” before Memorial Day events, and he thanked everyone for their patience with the awkwardness of the telephonic meeting format.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:08 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk