

**CITY OF ISANTI
CITY COUNCIL MEETING
TUESDAY, JANUARY 3, 2017 – 7:00 P.M.
CITY HALL**

Mayor Wimmer called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

City Clerk Giese administered the Oath of Office to the following elected officials:

Ross Lorinser – City Council
Steve Lundeen – City Council

Members Present: Mayor George Wimmer, Council Members: Paul Bergley, Dan Collison, Ross Lorinser and Steve Lundeen

Members Absent: None

Staff Present: City Attorney Clark Joslin, City Administrator Don Lorsung, City Engineer Brad DeWolf, Economic Development Director Sean Sullivan, Human Resources/City Clerk Lindsey Giese, Police Chief Gene Hill

Others Present: M. Matteson, A. Zdon, M. Bettendorf

D. Adopt Agenda

The agenda was amended to include the addition of business item K.11 Request for Approval of the Reimbursement of Property Taxes to Athens Township for PID 01.006.0505 (all “K. Business Items” were renumbered accordingly)

Motion by Collison, second by Lundeen to adopt the amended agenda. Motion carried unanimously.

E. Proclamations/Commendations/Certificate Awards

F. Approve City Council Minutes

1. December 20, 2016 – Regular Meeting of the City Council
2. December 20, 2016 – Closed Session Meeting of the City Council

Motion by Lundeen, second by Bergley to approve City Council Minutes of December 20, 2016 Regular and Closed session meeting as presented. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

1. **CITY OFFICES CLOSED** Monday, January 16, 2017
(*In Observance of Martin Luther King Jr. Day*)
2. City Council Meeting Tuesday, January 17, 2017 at 7:00 p.m.
3. Planning Commission Meeting Tuesday, January 17, 2017
(*Immediately following the City Council Meeting*)

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| 4. City Council Goal Setting Session | Monday, January 23, 2017 at 8:00 a.m. |
| 5. Park, Recreation, & Culture Board Meeting | Tuesday, January 24, 2017 at 6:00 p.m. |

I. Council Committee Reports

Mayor Wimmer reported that the Arts and Science Academy has requested the School Resource Officer to visit their school to provide some services. The School District does know there is a cost associated with the service, and Chief Hill and Officer Gau will be working out the details. They will be charged for these services as per the City Fee Schedule.

J. Public Hearings

None

K. Business Items

1. **Resolution 2017-001 for Approval of a Wine License and Sunday Sales for Genevieve's, LLC dba Café Genevieve's** (*Genevieve Saniti, Café Owner*)

The Mayor explained this will be in the same building as Willowbridge. They will be taking over the space that Green Table previously occupied. It is planned to open January 16, 2017 with a soft opening on January 14, 2017.

Motion by Lundeen, second by Bergley to approve Resolution 2017-001 as presented. Motion carried unanimously.

2. **Interview Applicant for the Vacant Term Seat for the Park, Recreation and Culture Board** (*Mayor Wimmer*)

There was one applicant for the open Park, Recreation, and Culture Board. The applicant was Aaron Zdon of 709 Bergman Court. Mr. Zdon stated his name and address and was then asked questions specific to the Board.

Motion by Lundeen, second by Bergley to re-appoint Aaron Zdon to the open Park, Recreation and Culture seat with the term ending 12/31/2019. Motion carried unanimously.

- a. **Ordinance 665 Amending City Code Chapter 8-6, Planning Commission to Change Composition**
- b. **Resolution 2017-002 Designating Committees and Representatives for City Commissions and Advisory Boards for 2017**

Motion by Lorinser, second by Collison to approve Ordinance 665 and Resolution 2017-002 as presented. Motion carried unanimously.

City Administrator Don Lorsung

3. **Consider Designating an Official Newspaper and Appointing Depositories and Professional Services for Year 2017**

- a. Open Bids for the Designation of the City's Official Newspaper

City Administrator Lorsung informed the Council that the City received two bids. One was from Isanti County News and the other from Isanti-Chisago County Star. He then proceeded to open those bids.

<u>Isanti County News</u>	\$4.77 per column inch (<u>11</u> lines/inch) 3,906 distributions in 55040 zip code (Isanti)
<u>Isanti-Chisago County Star</u>	\$ <u>2.25</u> per column inch; (<u>11.5</u> lines/inch) <u>1,710</u> distributions in City of Isanti

The Mayor explained that traditionally the Star has been less expensive than the Isanti County News; however, in the past Council elected to go with Isanti County News because the 'Star' has gone back and forth between being a pay-for-paper (which makes delivery much smaller) and being a free paper. The Mayor believed they are now a free paper. He also stated that Isanti County News coverage is focused more on the community within Isanti County. Those are the criteria used, along with price. Councilor Lorinser questioned why the distribution numbers were so different if 'the Star' is free again. The Mayor's understanding of how the numbers are put together depends on who they are delivering to. He didn't think that either could give an exact number of residents within the city that they deliver to, it is more of a vague number.

b. **Resolution 2017-003 Designating an Official Newspaper, Appointing Depositories and Professional Services and Setting City Council Meetings for Year 2017**

Motion by Lorinser, second by Bergley to designate the Isanti County News as the Official Newspaper for the year 2017. Motion carried unanimously.

Motion by Lundeen, second by Collison to approve Resolution 2017-003 appointing Depositories and Professional Services and setting 2017 City Council meetings as presented. Motion carried unanimously.

4. **Resolution 2017-004 Authorizing Signatures for the Purpose of Accessing and Maintaining City Funds and Investments**

Motion by Bergley, second by Lorinser to approve Resolution 2017-004 as presented. Motion carried unanimously.

5. **Ordinance 666 to Repeal and Replace City Code Chapter 119 Open Burning in its Entirety and Replace it with New Provisions**

Councilor Bergley asked how many open burning permits will be issued, and the Mayor responded that it should be minimal. If it does occur, we will be aware of it and it will be processed through our Police Chief and he will be communicating with the Fire District.

Motion by Lorinser, second by Collison to approve Ordinance 666 as presented. Motion carried unanimously.

6. **Ordinance 667 to Amend City Code 325-8 Taking Water Without Authority; Violations and Penalties**

Motion by Lundeen, second by Collison to approve Ordinance 667 as presented. Motion carried unanimously.

7. **Resolution 2017-005 Adopting the City of Isanti Residential Rain Garden Incentive Program Materials**

Motion by Lundeen, second by Bergley to approve Resolution 2017-005 as presented. Motion carried unanimously.

8. **Resolution 2017-006 Approving Amendment to the Rum River BMX Association Agreement to Allow Sublease with Full Tilt Bike Company LLC and Special Event Vendors**

Motion by Lundeen, second by Bergley to approve Resolution 2017-006 as presented. Motion carried unanimously.

9. **Resolution 2017-007 Accepting Quote for Publication of the City of Isanti Newsletter for Years 2017-2018**

Motion by Lundeen, second by Bergley to approve Resolution 2017-007 as presented. Motion carried unanimously.

10. Resolution 2017-008 Approving Staff to Submit Applications for Grants to Activities in PR&C for 2017

Motion by Bergley, second by Lundeen to approve Resolution 2017-008 as presented. Motion carried unanimously.

11. Resolution 2017-009 Requesting Approval of the Reimbursement of Property Taxes to Athens Township for PID 01.006.0505

Motion by Collison, second by Lorinser to approve Resolution 2017-009 as presented. Motion carried unanimously.

Economic Development Director Sean Sullivan

12. Resolution 2017-010 Approving Execution of Repayment Agreement with Real Deal Homes, Inc.

Motion by Bergley, second by Lundeen to approve Resolution 2017-010 as presented. Motion carried unanimously.

City Attorney Clark Joslin

13. Review Conflict of Interest Policy

a. Resolution Approving the City of Isanti Conflicts of Interest Policy

City Attorney, Clark Joslin, addressed the Council regarding the annual review of the City of Isanti's Conflict of Interest Policy. The Policy is similar to the policy that has been in effect for over a decade, and no changes have been made for this year. Joslin requested that the Council, Committee and Board members each take time to read through the policy provisions and how they might apply to the individual. As in past years, and as is provided in the policy, there is a Disclosure Form that each of the individuals needs to complete, sign and return to the City Administrator Lorsung. Attorney Joslin asked that this be done as promptly as possible but must be signed before February 1, 2017. Joslin reviewed what constitutes as Conflicts of Interest, describing the two types as: 1) Financial Conflicts of Interest where the individual would abstain from vote on any issue that would provide a direct financial benefit to the individual, immediate family members, etc. (examples were given); 2) Any type of situation that might impair the individual's ability to view, make decisions or participate in discussions on items with a view towards the best interest of residents and tax payers of the City as opposed to personal interests or considerations (examples were given). He further explained in situations where it may appear there is a conflict, the best procedure is to abstain from the vote and to even leave the Council Chambers during the discussion to avoid the appearance of influencing a decision or the outcome of the matter. Attorney Joslin advised all to "if in doubt, check it out."

City Attorney Joslin also offered a reminder that under Minnesota Law all meetings of, not only the City Council, but all the Council's Boards and advisory committees, are subject to the Open Meeting Law. He stated that anytime there is a quorum of the members of any of the Boards present, that is subject to the Open Meeting Law, and that it must be posted for the Public. He stated there was an exception of social or civic events where there is no City business being discussed, but still encouraged members to avoid any situation that may appear as a violation to avoid perception of conducting city business. Joslin remarked that the intent of the Open Meeting Law is to keep deliberations and the decision-making process of public bodies transparent. The League also has materials on the Open Meeting Law as well which was provided to the Council.

(Resolution will be voted on at the January 17, 2017 meeting)

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$218,524.96 and Payroll in the Amount of \$89,613.08 and Fourth Quarter Payroll for Council/Boards/Commissions in the Amount of \$11,081.81
 2. **Resolution 2017-011 Approving to Sell the Forfeited 2004 Chevrolet Cavalier at Public Auction**
 3. **Resolution 2017-012 Adopting Fees within the City of Isanti for 2017**
 4. **Ordinance 668 to Amend the Code for the City of Isanti, Chapter 160, Fees**
 5. **Resolution 2017-013 Approving Amendments to Personnel Policy Section 14. Outside Employment and Section 10. Leaves**
 6. **Resolution 2017-014 Authorizing the Acceptance of the Labor Agreement Between the City of Isanti and Law Enforcement Labor Services, Local 217**
 7. **Resolution 2017-015 Accepting Police Reserve Officer Daniel Smith II Letter of Resignation**
- Motion by Lundeen, second by Bergley to accept Consent Agenda. Motion carried unanimously.

M. Other Communications

None

Adjournment

Motion by Lundeen, second by Bergley to adjourn. Motion carried unanimously. The meeting was adjourned at 7:24 p.m.

Respectfully Submitted,



Lindsey Giese
Human Resources/City Clerk