

**CITY OF ISANTI
CITY COUNCIL MEETING
Tuesday, January 5, 2016
CITY HALL**

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

The Pledge of Allegiance was recited.

Members Present: Mayor George Wimmer, Councilors: Paul Bergley, Dan Collison, Adam Johnson and Steve Lundeen

Members Absent: None

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

D. Adopt Agenda

Motion by Collison second by Johnson to approve the agenda as presented. Motion carried unanimously

E. Proclamations/Commendations/Certificate Awards

The Mayor described the City of Isanti Legacy Medal as one in which the recipients are people who have brought positive recognition to the City of Isanti on a regional, state or national level. The City receives nominations for this award. The Mayor indicated that last year's medal nominations included BMX National and State Champions. Unfortunately, they weren't quite able to get their information in yet; they may be also nominated for 2016 awards.

One group and one individual were nominated and selected for the Legacy Award. First, Mayor Wimmer recognized Aquatennial Princess Maddie Simon, the first of Isanti's Ambassadors to become an Aquatennial Princess. She will be given the award for doing a fantastic job representing the City of Isanti throughout the region and bringing recognition to the City. The Mayor noted that he has received numerous emails and messages from people who have had contact with Simon and had never heard of the City of Isanti previously. The Mayor stated that Simon is the City's most effective, most efficient, dollar for dollar marketing our City could get (as she is a Volunteer). Mayor Wimmer then recognized the group, Odyssey of the Mind from the School of All Seasons and Intermediate School. The Mayor noted that the team, over a number of years, has done exceptionally well representing the City of Isanti. Odyssey of the Mind is a challenge for both the mind and creativity, and the students involved are exceptional at what they do. The Mayor reported that the School for All Seasons and Intermediate School have routinely taken firsts, seconds and thirds through the last decade or so, while competing against arts and science schools from the metro area and even the neighboring states of Iowa and North Dakota. The Odyssey of the Mind team being recognized this year took 1st place and the Mayor stated that he couldn't be prouder of the remarkable group of students. There are seven students on the team; however, only six were available to receive their medals at the Council meeting including: Matthew, Austin, Maria, Abigail, Eva, Emily. Missing was Chloe.

F. Approve City Council Minutes

1. December 15, 2015 – Regular Meeting of the City Council

Motion by Lundeen, second by Johnson to approve the Regular City Council Minutes of the December 15, 2015 meeting as presented. Motion carried unanimously.

G. Citizens Input

None

H. Announcements

Announcements were read

I. Council Committee Reports

None

K. Business Items

1. Interview Applicants for the Vacant Term Seats for the Planning Commission and Park, Recreation and Culture Board

Economic Development Board

There are no open seats on the Economic Development Authority Board for 2016.

Planning Commission

There was one open seat on the Planning Commission for which two applications were received: Luke Merrill and Jim Kennedy.

Applicants were asked and answered the same group of questions specific to the committee for which they were applying.

Motion by Johnson second by Collison to appoint Jim Kennedy to the vacant Planning Commission seat with a term ending 12-31-2018. Motion carried unanimously.

Park, Recreation, and Culture Board

There were two open seats on the Park, Recreation, and Culture Board for which two applications were received: Jamie Bergwick and Lynn True (True was not at the council meeting). There were no applicants for the student seat.

Bergwick was asked and answered questions specific to the committee for which she was applying.

Motion by Lundeen second by Johnson to re-appoint Bergwick to the open Park, Recreation and Culture seat with the term ending 12-31-2018. Motion carried unanimously.

a. Resolution 2016-001 Designating Committees and Representatives for City Commissions and Advisory Boards for 2016

Mayor Wimmer shared that he is happy with the current appointments and that all committee and advisory board members are doing a great job. His one stipulation was that the Student Representative seat on the Parks, Recreation and Culture Board would be a one year only appointment.

Motion by Lundeen second by Johnson to approve Resolution 2016-001 as presented. Motion carried unanimously.

2. Consider Designating an Official Newspaper and Appointing Depositories and Professional Services for Year 2016
 - a. Open Bids for the Designation of the City's Official Newspaper

<u>Isanti County News</u>	\$ <u>4.77</u> per column inch (<u>11</u> lines/inch) <u>4145</u> distributions in Isanti 55040 zip code
<u>Isanti-Chisago County Star</u>	\$ <u>2.25</u> per column inch; (<u>11.5</u> lines/inch) <u>1710</u> distributions in City of Isanti

The Mayor noted that, traditionally, the Star has been less than the Isanti County News; however, the Council has elected to go with the Isanti County News as they are the only paper to truly cover the City by attending and reporting on City Council meetings, events, etc. The Isanti-Chisago Star qualifies as a potential Official Newspaper; however, they rarely attend or report on the City's activities.

b. Resolution 2016-002 Designating an Official Newspaper, Appointing Depositories and Professional Services and Setting City Council Meetings for Year 2016

Motion by Johnson, second by Lundeen to designate the Isanti County News as the City's Official Newspaper for year 2016. Motion carried unanimously.

Motion by Johnson second by Lundeen to approve the professional services, depositories, and the City Council meeting schedule for year 2016 as presented. Motion carried unanimously.

3. Resolution 2016-003 Authorizing Signatures for the Purpose of Accessing and Maintaining City Funds and Investments

Motion by Johnson, second by Bergley to approve Resolution No. 2016-003 as presented. Motion carried unanimously.

4. Resolution 2016-004 Setting a Public Hearing for an Easement Vacation within Lot 1, Block 1, Isanti Commons First Addition.

Motion by Lundeen, second by Johnson to approve Resolution No. 2016-004 as presented. Motion carried unanimously.

5. Resolution 2016-005 Approving Staff to Submit Applications for Grants to Activities in PR&C for 2016-17

Motion by Lundeen, second by Johnson to approve Resolution No. 2016-005 as presented. Motion carried unanimously.

6. Resolution 2016-006 Amending the Resignation Date of Building Official Rick Sames

The Mayor stated that Sames has offered to stay on so the City can get through all the Coborn's plans which is a tremendous help to the City.

Motion by Bergley, second by Johnson to approve Resolution No. 2016-006 as presented. Motion carried unanimously.

7. Resolution 2016-007 Authorizing the Chief of Police to Apply for the Mini-Grant from the Minnesota Department of Public Safety, Office of Traffic Safety for the Preliminary Breath Test (PBT's)

Motion by Johnson, second by Lundeen to approve Resolution No. 2016-007 as presented. Motion carried unanimously.

8. Review Conflict of Interest Policy

a. Resolution 2016-008 Approving the City of Isanti Conflict 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 since 2003. 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 or City Clerk. Joslin asked that this be done as promptly as possible. 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.) Joslin admonished all to "if in doubt, check it out."

Each year, in addition to the City policy that was provided, Joslin has provided individuals with a copy of the League of Minnesota's memos regarding official conflict of interest which outline in detail, different types of potential of conflict of interest and ways to avoid it along with things of which to be aware. Joslin noted that these are available on the League of Minnesota's website.

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 and anytime there is a quorum of the members of any of the Boards present, that is subject to the Open Meeting Law with the exception of social events where there is no City business discussed. The Mayor interjected that if there is an activity where it is known that there will be a quorum of City Council members, those activities are oftentimes posted as well just to stay on the safe side. 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 updated materials on the Open Meeting Law as well.

The Mayor addressed the daisy chain issue where member A talks with member B who talks with member C and although it may not be intentional, it is a way to get around the Open Meeting Law. The Mayor stipulated that daisy chaining is a violation, and not acceptable. The Mayor also affirmed that Joslin is available to respond to questions and the importance of asking questions when they arise.

Motion by Lundeen, second by Bergley to approve Resolution No. 2016-008 as presented. Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$262,051.39 and Payroll in the Amount of \$171,960.73 and Fourth Quarter Payroll for Council/Boards/Commissions in the Amount of \$8,444.38
2. Pay Request No. 6 - Final – 2014 BMX & Public Works Site Improvements in the Amount of \$38,503.62
3. **Resolution 2016-009** Authorizing City Administrator Don Lorsung to Serve on the LMC Fiscal Futures Policy Committee
4. **Resolution 2016-010** Approving a Memorandum of Understanding Between the City of Isanti and I.U.O.E., Local 49, AFL-CIO Regarding Lead Pay

Motion by Lundeen second by Collison to approve the consent agenda. Motion carried unanimously.

Closed Session

At 7:30 p.m. the City Council went into a closed session.

At 7:39 p.m. the Council came out of a closed session and the Mayor reopened the City Council meeting. The City Attorney gave the following summation: the closed session was held in pursuant the provisions of Minnesota statute 13D.05 Subdivision 2a for an update and discussion of information pertaining to an internal affairs investigation regarding law enforcement personnel conduct for the purpose of proceeding forward.

The Mayor asked for action to formally approve administrative leave for Officer Barrows and approval for staff to proceed forward with any steps and costs necessary to ensure that the process moves forward in a timely manner

Motion by Johnson second by Lundeen to approve outlined actions on this matter. Motion carried unanimously.

Adjournment

Motion by Johnson second by Lundeen to adjourn. Motion carried unanimously. Meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Carla Scharber
Administrative Data Clerk