

**MINUTES
CITY OF ISANTI
CITY COUNCIL
JANUARY 6, 2015
ISANTI CITY HALL**

City Administrator/City Clerk Don Lorsung called the meeting to order at 7:01 p.m.

The Pledge of Allegiance was recited.

Lorsung administered the Oath of Office to Mayor elect George Wimmer.

Lorsung then turned the meeting over to Mayor Wimmer.

Lorsung administered the Oath of Office to the following elected officials:

Paul Bergley	- City Council
Dan Collison	- City Council

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

Members Absent: None

Staff Present: City Administrator/City Clerk Don Lorsung, City Attorney Clark Joslin, Finance Director/ Assistant City Administrator Sarah Cotton, Human Resources/Deputy City Clerk Karissa Henning, Police Chief Gene Hill, Economic Development Director Sean Sullivan, Community Development Director Roxanne Achman, and City Engineer Brad DeWolf

D. Adopt Agenda

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

E. Proclamations/Commendations/Certificate Awards

None.

F. Approve City Council Minutes

Motion by Johnson, second by Lundeen to approve the minutes of the December 16, 2014 regular meeting of the City Council. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

Announcements were read.

I. Council Committee Reports

Mayor Wimmer stated that the Isanti Fire District Fire Fighters would like to discuss some concerns that they have with the City Council. Mayor Wimmer asked if the Council would like to set up a work session to review the Fire Fighters concerns or if they would like to place it on the next City Council agenda as a business item. There was a unanimous decision amongst the Council to set up a work session for January 20, 2015, at 5:45 p.m., ahead of the 7:00 p.m. City Council meeting, to meet with and discuss the Isanti Fire District Fire Fighters' concerns.

Councilor Lundeen reported on:

- **Isanti Fire District Meeting**
 - 2 out of 14 applicants have successfully made it through the interview and background check process
 - Relief Association is looking at going into PERA
 - Discussion on voting and by-laws

J. Public Hearings

None.

K. Business Items

1. Memorandum of Understanding (MOU) - Use of Unity Park Parking Lot by Cambridge-Isanti School District

Mayor Wimmer noted that the parking lot has been an issue that has been brought up each year by the School District; before the Council is a proposed MOU that would allow the Cambridge-Isanti School District use of the Unity Park Parking Lot during the school year. The school district would assist the City with the costs of the annual maintenance of the parking lot.

Motion by Johnson, second by Lundeen to approve the MOU between the City of Isanti and the Cambridge-Isanti School District for the Use of the Unity Park Parking Lot as presented. Motion carried unanimously.

2. Resolution 2015-001 Approving the Termination Agreement for Vision Wake Parks Corp., a Minnesota Corporation Doing Business as 10k Wakes

Mayor Wimmer explained that Vision Wake is looking to end their operations at the Wake Board Park. Mayor Wimmer noted that City does have the \$20,000 dollars in escrow that will be taken out to put the site back as it previously was; this will also cover paying for the tax impact as well as the water bill.

Motion by Johnson, second by Lundeen to approve Resolution No. 2015-001 as presented. Motion carried unanimously.

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

Park, Recreation, and Culture Board

There is one open member seat for the Park, Recreation, and Culture Board; one application was received from Jenny Garvey. Jenny Garvey was present and the City Council asked questions of Garvey relating to the Park, Recreation, and Culture Board seat.

There is one vacant student seat; no applications were received.

Motion by Collison, second by Johnson to appoint Garvey to the Park, Recreation and Culture seat with the term ending 12-31-2017. Motion carried unanimously.

Planning Commission

There are three open seats on the Planning Commission; three applications were received. Applications were submitted by Cindy Lind-Livingston, Lisa Sanford, and Jeff Duncan. Jeff Duncan was present and the City Council asked questions of Duncan relating to the Planning Commission.

Mayor Wimmer noted for those unable to attend, that they will be placed on the second City Council meeting agenda in January to interview for the open seats.

Motion by Lundeen, second by Johnson to appoint Duncan for the term ending 12-31-2017 to the Planning Commission. Motion carried unanimously.

Economic Development Authority

There is one open seat for the Economic Development Authority; one application was received from Keith Dragisich. Keith Dragisich was present and the City Council asked questions of Dragisich relating to the Economic Development Authority.

Motion by Lundeen, second by Johnson to appoint Dragisich for the term ending 12-31-2020 to the Economic Development Authority. Motion carried unanimously.

a. Resolution 2015- 002 Designating Committees and Representatives for City Commissions and Advisory Boards for Year 2015

Mayor Wimmer noted that the proposed changes to committee assignments have been handed out to the members of the City Council, he asked for approval for the proposed 2015 Council Committee/Commission/Board designations.

Motion by Johnson second by Collison to approve Resolution No. 2015- 002 as presented. Motion carried unanimously.

4. Consider Designating an Official Newspaper, Appointing Depositories, Professional Services and Setting City Council Meetings for Year 2015

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

Lorsung opened and read the bids that were received for the Official Newspaper as follows:

Isanti County News: \$ 3.90 per column inch (9 lines/inch); said paper has a current circulation of approximately 4,145 distributions in the 55040 zip code area and all of the City of Isanti.

Isanti-Chisago County Star: \$ 2.00 per column inch; (11.5 lines/inch); said paper distributes 2,900 papers in the City of Isanti.

Mayor Wimmer noted that traditionally the City has gone with the Isanti County news because the star has not always reached all households. Mayor Wimmer stated there have been changes over the years in terms of distribution/ coverage with the Star. Mayor Wimmer noted he would like to see a consistent coverage of the entire City for a few years before considering the County Star.

Motion by Johnson, second by Lundeen to award the Official Newspaper for year 2015 to the Isanti County News at the bid received in the amount of \$ 3.90 per column inch; and

b. Resolution 2015-003 Designating an Official Newspaper, Depositories, Appointment of City Attorney, City Engineer, City Auditor, Professional Services and Setting City Council Meetings for Year 2015

Motion by Johnson, second by Lundeen to approve the professional services, depositories, and the City Council meeting schedule for year 2015 as presented; and

Both motions carried unanimously.

5. Resolution 2015-004 Authorizing Signatures for the Purpose of Accessing and Maintaining City Funds and Investments

Motion by Johnson, second by Lundeen to approve Resolution No. 2015-004 as presented.
Motion carried unanimously.

6. Resolution 2015-005 Approving the Implementation of a Police Investigator within the Police Department

Motion by Johnson, second by Collison to approve Resolution No. 2015-005 as presented.
Motion carried unanimously.

7. Resolution 2015-006 Approving a Memorandum of Understanding Between the City of Isanti and LELS, Local #217 - Establishing a Police Investigator Position

Mayor Wimmer noted he would like to start by internally posting this position at the Police Department.

Motion by Johnson, second by Lundeen to approve Resolution No. 2015-006 as presented and to initially internally post the position. Motion carried unanimously.

8. Resolution 2015-007 Approving the Adjusted Points and Pay Range for the Code Enforcement/ Zoning Technician (CEZT) and Moving Current CEZT Stevens to Step 2 Upon Receiving his Permit Technician Certification

Motion by Johnson, second by Collison to approve Resolution No. 2015-007 as presented.
Motion carried unanimously.

9. Resolution 2015-008 Approving Amendments to the 2015 Budget

Motion by Johnson, second by Lundeen to approve Resolution No. 2015-008 as presented.
Motion carried unanimously.

10. Resolution 2015-009 to Set a Public Hearing for the Vacation of Drainage and Utility Easements Lying within Fairway Greens Phase 5

Motion by Lundeen, second by Collison to approve Resolution No. 2015-009 as presented.
Motion carried unanimously.

11. Review Conflict of Interest Policy

Joslin reviewed the updated City of Isanti Conflict of Interest policy with Council and reviewed the information on Conflicts of Interest from the League of Minnesota Cities. Joslin stated that all City Council members must complete and submit to the City Administrator/City Clerk the Conflict of Interest Disclosure Forms. Joslin reminded the Council that for any personal/financial issues that a Council member has or is perceived to have, they should abstain from such discussions in which that conflict of interest inhibits one from making an independent decision on behalf of the City.

Joslin encouraged all members to call if they have any questions and reminded the members that it is better to err on the side of caution; 'if in doubt, check it out'.

Mayor Wimmer mentioned that the Council needs to be particularly cautious of social media discussions, and emails, to ensure that a quorum of Councilmembers are not commenting on social media posts or hitting 'reply all' to emails. Mayor Wimmer also noted that if there is going to be a quorum of members at a meeting outside of the City Council meetings, that it must be posted so that the public is aware.

There were no objections from the Council on the updated Conflict of Interest Policy.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amounts of \$229,912.67 and Payroll in the Amount of \$83,250.58, and 4th Quarter Council and Commission and Board pay in the Amount of \$7,108.49
2. Pay Request No. 2 for the Unity Lift Station in the Amount of \$13,590.70
3. South Passage Railroad Crossing Trail Patch Invoice in the Amount of \$4,500.00
4. **Resolution 2015-010** Approving the City of Isanti Conflicts of Interest Policy
5. Donation Request for MMBA Coat Drive Promotion In-Store
6. **Ordinance 593** Amending the Code for the City of Isanti, Chapter 140, Section 130-2, Finalist for Paid Positions with the City
7. **Resolution 2015-011** Awarding Quote for Plumbing Maintenance Services
8. Anniversary of Link Site - Outreach Library Request

Motion by Lundeen, second by Johnson to approve the Consent Agenda as presented. Motion carried unanimously.

Adjournment

Motion by Johnson, second by Lundeen to adjourn. Motion passed unanimously. Meeting adjourned at 7:32 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk