

**MINUTES  
CITY OF ISANTI  
CITY COUNCIL  
JANUARY 7, 2014  
ISANTI 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 Sue Larson, Adam Johnson, Steve Lundeen and Dan Collison

Members Absent: None

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

**D. Adopt Agenda**

Motion by Larson, 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 Larson, second by Johnson to approve the minutes of the December 17, 2013 regular and closed session meetings of the City Council. Motion carried unanimously.

**G. Citizens Input**

None.

**H. Announcements**

Announcements were read.

**I. Council Committee Reports**

Councilor Larson reported on:

- **Chamber of Commerce**
  - Santa Days
  - ATV Snowmobile Parade
  - Community Business Expo
- **Fire District**
  - Special Taxing District Voted on by the District and Received a Passing 4-2 Vote

**J. Public Hearings**

None.

**K. Business Items**

**1. Consider Designating an Official Newspaper, Appointing Depositories, Professional Services and Setting City Council Meetings for Year 2014**

**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 (11 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: \$ 1.95 per column inch; (11.5 lines/inch); said paper distributes 2,900 papers in the City of Isanti.

Lorsung noted that Deputy Clerk Henning inquired of the Isanti-Chisago County Star whether or not they delivered to all apartments in Isanti and found that the County Star does indeed deliver to all apartments within Isanti as well.

There was discussion amongst the Council that more citizens read the Isanti County News as it provides more coverage of Isanti and local events, and that it appears to be the preferred newspaper.

Motion by Larson, second by Johnson to award the Official Newspaper for year 2014 to the Isanti County News at the bid received in the amount of \$ 3.90 per column inch; and

**b. Resolution2014-001 Designating an Official Newspaper, Depositories, Appointment of City Attorney, City Engineer, City Auditor, Professional Services and Setting City Council Meetings for Year 2014**

Motion by Lundeen, second by Collison to approve the professional services and depositories for year 2014 as presented; and

Motion by Lundeen, second by Collison to approve the City Council meeting schedule for the year 2014 as presented.

All motions carried unanimously.

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

**Planning Commission**

One application was received by Michael Streiff for the Planning Commission. There are two open Planning Commission seats. Mayor Wimmer announced that Michael Streiff contacted him ahead of the meeting and is unable to be in attendance. Mayor Wimmer asked if the Council had any concerns with placing Streiff back on the Planning Commission, as his seat is one of the vacant seats, or if they would like to bring him in for an interview. The Council agreed that since

Streiff has been on the Planning Commission previously, they are comfortable with re-appointing Streiff back on to the Planning Commission. The Council was in consensus to appoint Streiff to fill one of the vacant Planning Commission seats.

Motion by Lundeen, second by Johnson to appoint Michael Streiff for the term ending 12-31-2016 to the Planning Commission. Motion carried unanimously.

#### Park, Recreation, and Culture Board

There is one open seat for the Park, Recreation, and Culture Board; two applications were received from Aaron Zdon and Lynn True. Both Zdon and True were present and the City Council asked questions of Zdon and True relating to the Park, Recreation, and Culture Board seat.

There was discussion of the Council in regards to placing Zdon back into his expiring seat, as he is an asset to the Park, Recreation, and Culture Board and has been on the Board for many years. However, the Council also would like to allow True to have a voice on the Park, Recreation, and Culture Board in regards to the Community Center, since the Park and Recreation Coordinator has started to work on the Community Center. Mayor Wimmer had noted as previously discussed, he would like to place True on the Board, as well, as an ex officio so she is able to have a voice, the only thing True would not be able to do is vote. The Council agreed that having True's voice be heard on the Park, Recreation and Culture Board is important.

There was also discussed regarding adding Maddie Anderson as the student representative to the Park, Recreation and Culture Board.

Motion by Larson, second by Johnson to appoint Zdon to the Park, Recreation and Culture seat with the term ending 12-31-2016, to appoint True as an ex officio, and Anderson as a student representative to the Park, Recreation and Culture Board. Motion carried unanimously.

#### Economic Development Authority

There is one open seat for the Economic Development Authority; no applications were received.

Mayor Wimmer stated that the City Council has discussed the transferring of the Economic Development Authority Board over to the City Council for a number of years. Mayor Wimmer asked if the Council wanted to revisit this idea, and retain the two current citizens on the Board, but move the Board over to the City Council. Mayor Wimmer added that many Communities do have the City Council also as the Economic Development Authority Board. Mayor Wimmer added that the Economic Development Authority would be held on the same night as the City Council and would be in line with the first City Council meetings of the month - if this transfer were to take place.

Motion by Larson, second by Lundeen to direct staff to put together the process for moving the Economic Development Authority Board to the City Council, and for the two citizens currently on the Board to retain membership. Motion carried unanimously.

**a. Resolution 2014- 002 Designating Committees and Representatives for City Commissions and Advisory Boards for Year 2014**

Mayor Wimmer proposed that all assignments remain the same as in 2013 for Council Committee/Commission/Board designations.

Motion by Larson, second by Johnson to approve Resolution No. 2014- 002 with all assignments remaining the same as in 2013 for Council Committee/Commission/Board designations. Motion carried unanimously.

**3. Resolution 2014- 003 Authorizing Signatures for the Purpose of Accessing and Maintaining City Funds and Investments**

Motion by Larson, second by Johnson to approve Resolution No. 2014-003 as presented. Motion carried unanimously.

**4. Resolution 2014-004 Authorizing the Execution of Repayment Agreement with Rasche Properties Inc for Unit E and F CIC No. 2005-5**

Sullivan stated that this is a daycare looking to expand by using the SAC and WAC deferral Program.

Motion by Johnson, second by Lundeen to approve Resolution No. 2014-004 as presented. Motion carried unanimously.

**5. Resolution 2014-005 Appointing Member to Revolving Loan Fund Advisory Committee**

Motion by Larson, second by Johnson to approve Resolution No. 2014-005 as presented. Motion carried unanimously.

**6. Resolution 2014-006 Authorizing the Appointment of Economic Development Director Sullivan to Economic Development Association of Minnesota (EDAM) Board of Directors**

Motion by Larson, second by Lundeen to approve Resolution No. 2014-006 as presented. Motion carried unanimously.

**7. Review Conflict of Interest Policy**

**a. Resolution 2014-007 Approving the City of Isanti Conflicts of Interest Policy**

Joslin reviewed the updated City of Isanti Conflict of Interest policy with Council and reviewed the information on Conflict 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 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.

Mayor Wimmer mentioned that the Council needs to be particularly cautious of social media discussions to ensure that a quorum of Councilmembers are not commenting on social media posts.

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

(The Conflict of Interest Policy Resolution was placed on the 01-21-2014 City Council Agenda for formal approval).

**L. Approve Consent Agenda**

1. Consider Accounts Payable in the Amounts of \$280,857.61, and Payroll in the Amount of \$155,589.90, and 4<sup>th</sup> Quarter Council and Commission and Board pay in the Amount of \$5,193.36
2. **Resolution 2014- 008** Clarifying the Extension of Holly Buboltz's Internship and the Transfer of it to a Project Based Internship, and authorizing a Second Economic Development/ Marketing Intern to work under the Economic Development Director to Fully Utilize Money Received From the Economic Development Foundation Grant
3. **Resolution 2014- 009** Offering Economic Development/ Marketing Internship to Ross Kramer
4. **Resolution 2014-010** Authorizing Specified Services from Former Code Enforcement/ Zoning Technician Laura Leckband

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

**Adjournment**

Motion by Lundeen, second by Collison to adjourn. Motion passed unanimously. Meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Karissa Henning  
Human Resources/Deputy City Clerk