

**MINUTES
CITY OF ISANTI
CITY COUNCIL
October 19, 2010
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 Louise Duff, Jim Kennedy, Sue Larson, and Ross Lorinser.

Members Absent: None.

Staff Present: Assistant City Administrator/City Clerk Irene Bauer, City Attorney Clark Joslin, Finance Director Kristi Smith, Economic Development Director Sean Sullivan, and City Engineer Brad DeWolf.

Motion by Larson, second by Kennedy to approve the agenda as amended and with the additional request to move Consent Agenda item L.7. to 'Business'. Motion carried unanimously.

E. Proclamations/Commendations/Certificate Awards

1. Mayor's Proclamation for MN Manufacturer's Week

Mayor Wimmer proclaimed the week of October 20th through the 24th as Minnesota Manufacturer's Week and read and signed the Proclamation for Minnesota Manufacturer's Week.

F. Approve Minutes

Motion by Kennedy, second by Larson to approve the minutes of the October 5, 2010 Regular City Council meeting and Closed City Council meeting as presented. Motion carried unanimously.

G. Citizens Input. There was none.

H. Announcements - Announcements were read.

I. Council Committee Reports

Councilor Larson reported on the following meetings she had attended and announced upcoming events:

- Human Rights Commission
- Arena Board
 - o Discussion on Finances
 - o Hosting the Trick & Skate Halloween event on October 31st
 - o Hosting the New Year's Eve Bash event on December 31st
- Liquor Committee
 - o Manager's Report

- Community Education
 - o Candidate Forum Scheduled for Oct. 28th at the Isanti Middle School – City of Isanti and Isanti County candidates
- Downtown Committee
 - o Holiday Village
 - o Signage for the downtown entrance
- Friends of the Isanti Area Library
 - o Anniversary Open House – tentative date is Nov. 10th
 - o Membership drive starting Jan. 1st
- Isanti Community Involvement Team
 - o Santa Day to be held at the Arena on Dec. 4th
 - o Snowmobile-ATV parade on Jan. 1st.
 - Following these events the Isanti Community Involvement Team will dissolve and the Isanti Area Chamber of Commerce will be coordinating the events for Santa Days, Snowmobile-ATV parade, and Take a Kid Fishing.
- Chamber Business Expo
 - o Scheduled for Feb. 26th
- Isanti Family Farmer's Market
 - o Last two Saturdays, Oct. 23rd and 30th for the Farmer's Market with special activities planned.

Mayor Wimmer introduced Mr. Jim Shear of Water Works Manufacturing. Wimmer reported that Water Works is in the process of purchasing the former Midwest Metal Framing building; they will be complying with the previous job requirements as provided in the Development Agreement with Midwest Metal. Wimmer reported that approximately \$94,000 of outstanding taxes and special assessments will be paid prior to occupancy of the facility.

Mr. Shear made comment on the purchase of the Midwest Metal building and that they are working on expansion plans for the facility. Shear stated that they are a manufacturing plant; and look forward to being in Isanti and being a part of the business community.

Public Hearings

1. Resolution No. 2020-243, a Resolution Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment, and Re-Ordering Hearing on Proposed Assessment – 2010 Railroad Avenue Improvement Project

The special assessment public hearing for the 2010 Railroad Avenue Improvement Project was removed from the agenda because of an inaccurate noticing to the affected property owners; consideration was made to re-order calling for the special assessment hearing.

Motion by Larson, second by Kennedy to approve Resolution No. 2010-243 to re-order the hearing on the proposed assessment for the 2010 Railroad Avenue Improvement Project for November 16, 2010 at approximately 7:00 p.m. Motion carried unanimously.

2. Public Hearing to Consider a Business Subsidy for Prairie Senior Cottages, LLC

Sullivan gave a staff report whereas \$350,000 of Special TIF funding was made available to the City of Isanti to promote economic growth within the community. Applications were submitted to the City and recommendations were made from the Development Advisory Committee to fund four projects.

Prairie Senior Cottages, LLC will own and construct an 11,274 SF, 18 unit, senior memory care facility. The project will have an estimated market value of \$1,700,000 which will generate an estimated \$58,262 in property taxes per year. The project anticipates on creating 10-15 new jobs with an average wage of \$25/hr. The proposed assistance amount is \$200,000 and is consistent with State business subsidy guidelines.

Mayor Wimmer opened the public hearing at 7:10 p.m. Hearing no comment or questions, Mayor Wimmer closed the public hearing at 7:10 p.m.

a. Resolution No. 2010-244, a Resolution Awarding of Business Subsidy to Prairie Senior Cottages, LLC

Motion by Kennedy, second by Larson to approve Resolution No. 2010-244 as presented contingent on the following items:

- a. Property taxes are current at the time of execution of the Development Agreement.
- b. Site Plans have been approved no later than December 31, 2010.
- c. Construction commences prior to May 1, 2011 (weather permitting).
- d. City Attorney's approval of the Development Agreement attached to the Resolution as Exhibit A.

Motion carried unanimously.

3. Public Hearing to Consider Adopting a Written Spending Plan and Awarding Financial Assistance to four projects

Sullivan gave a staff report whereas \$350,000 of Special TIF funding was made available to the City of Isanti to promote economic growth within the community. Applications were submitted to the City and recommendations were made from the Development Advisory Committee to fund four projects.

Prairie Senior Cottages, LLC

Sullivan stated the Prairie Senior Cottages, LLC is as reviewed as stated in the above public hearing item.

Krayola Kids Childcare Center, Inc.

Sullivan stated the Krayola Kids Childcare Center project has an estimated market value of \$1,000,000 and the project anticipates creating three new full time jobs and up to fifteen part-time positions. The proposed assistance amount is \$100,000 and includes \$50,000 from the City's Revolving Loan Fund (FLF) and \$50,000 from TIF funds. The RLF Committee recommended approval of the \$50,000 RLF Loan contingent on bank review.

C.L. Hough, LLC

Sullivan stated that City Staff has been working with the owners of C.L. Hough, LLC on the expansion of a 20,000 SF manufacturing project. C.L. Hough, LLC is the real estate entity associated with American Manufacturing, Inc. The project has an estimated market value of \$450,000 and the project anticipates on creating 4-8 new full time jobs with wages ranging from \$10-\$12/hr. The proposed assistance amount is \$50,000 from TIF funds.

Stawski & Stawski (Wintergreen Golf and Grill)

Sullivan stated that City Staff is working with Stawski and Stawski, Inc. (Wintergreens Golf and Grill) to make a 960 SF expansion to the existing restaurant facility. The project has an estimated market value of \$112,500 and the project anticipates creating 4-8 new full time jobs with wages ranging from \$8 to \$20/hr. The proposed assistance amount is \$50,000 from TIF funds.

Mayor Wimmer opened the public hearing at 7:15 p.m. Hearing no comment or questions, Mayor Wimmer closed the public hearing at 7:15 p.m.

a. Resolution No. 2010-245, a Resolution Approving Spending Plan for the Use of Tax Increments to Stimulate Construction for the Above Stated Four Businesses

Motion by Kennedy, second by Lorinser to approve Resolution No. 2010-245 as presented contingent on the following items:

- a. Property taxes are current at the time of execution of the Development Agreements.
- b. Site Plans have been approved no later than December 31, 2010.
- c. Construction commences prior to May 1, 2011 (weather permitting).
- d. City Attorney's approval of the Development Agreements as presented..
- e. Krayola Kids Childcare Center, Inc. bank approval for a \$50,000 RLF Loan.

Motion carried unanimously.

J. Business

1. Special Event Permit – Christmas Village – Isanti Area Chamber of Commerce Downtown Committee

Sullivan gave a staff report whereas the Isanti Area Chamber of Commerce is requesting a special event permit to allow for the annual Isanti Christmas Village Event. The event consists of decorating the downtown and CSAH 5 businesses with environmentally friendly ornaments, donated white lights, Christmas trees, berries and other natural greenery. The intent is to spruce up Isanti to make it attractive for people to visit and shop in our community. It is also intended to inform people of Main Street and its wonderful opportunities. None of the lights are to be blinking which complies with City ordinance on blinking lights.

The Chamber is requesting a waiver of the \$100 clean-up deposit fee. Sullivan stated that this fee was waived by Council last year.

Motion by Kennedy, second by Duff to approve the Special Event Permit to the Isanti Area Chamber of Commerce and to waive the \$100 clean-up deposit fee. Motion carried unanimously.

Final Plat for Villages on the Rum 3rd Addition, 2nd Replat, Park Addition

The agenda was amended to remove the above stated item from the agenda. A statement was made by the Mayor whereas it is frustrating when many meetings are held to get the project finalized. That when Staff and Committee's think the project has been finalized; all of a sudden the Bank's Attorney seems to have another issue on the project. Mayor Wimmer stated that he wanted to make it clear to Staff that a non-sensible item will not be placed on the agenda until all requirements for the project have been met and the project's Attorney is happy with all associated documents. That it is a complete waste of everybody's time including Council and Staff's time when the full case is not in order.

2. Code Enforcement Policy Change

Sager reviewed the recommended request to the code enforcement policy. The significant change to the policy is that there would need to be two complaints from two separate citizens in order for the complaint process to begin. That this will avoid the misuse of city services and create a more peaceful relationship in the community.

Motion by Kennedy, second by Lorinser to approve the amendment as presented to the Code Enforcement Policy. Motion carried unanimously.

3. Resolution No. 2010-246, a Resolution Awarding Bid for Crop Land for the Purpose of Crop Farming of Certain Property Owned by the City of Isanti

Smith gave a staff report whereas one bid was received for the rental of crop farming land owned by the City. The bid was received from Wayne Calander for \$7,404.37/year for the years/crop seasons of 2011 and 2012.

The payment plan for the crop rental was reviewed whereas within thirty days of the award by Council, payment of the first half of the 2011 annual rental fee would be due in the amount of \$3,702.18. Payment of the second half of the 2011 annual rental fee and payment of the first half of the 2012 annual rental fee would be due on December 1, 2011 in the amount of \$7,404.37; and payment of the second half of the 2012 annual rental fee would be due on December 1, 2012 in the amount of \$3,702.19.

Motion by Kennedy, second by Larson to approve Resolution No. 2010-246 awarding the Crop Land Bid and payment plan. Motion carried unanimously.

Lorinser questioned Mr. Calander what would happen if he had a bad crop year and was unable to make the payments. Mr. Calander stated that he carries crop insurance for these types of events.

4. Resolution No. 2010-247, a Resolution Awarding RFP for Safety Services

Bauer gave a staff report whereas eight vendors responded to a Request for Proposals (RFP) for safety services. Staff met with three vendors that submitted the lowest quotes; IEA, Safety Train, Inc.; and SafeAssure Train, Inc. Bauer stated that SafeAssure provided the highest quote of \$4,950/contract year, however all services including OSHA inspection assistance and LMCIT policy recommendations were all inclusive in the rate. The other vendors did not cover these types of services in the base quote but charge for additional services at an hourly rate. Staff reviewed the quotes received with the Finance Committee and the Finance Committee recommendation was to award to SafeAssure.

Duff inquired if this could be a shared service with other Cities and Staff stated that this was reviewed with ICICLE; a group that consists of other area Cities and the County and that there was not an interest to share this service.

Motion by Lorinser, second by Larson to approve Resolution No. 2010-247 awarding the RFP to SafeAssure Train, Inc. Motion carried unanimously.

5. Ordinance No. 495, an Ordinance Amending City Code Chapter 178 – Gambling. 178.14 Designated Trade Area

Bauer gave a staff report whereas when working with the Cambridge Drift Dusters Snowmobile Club on their gambling permit application, it came to the attention of Staff that the intent of the Code relating to where organizations can expend their gambling profits was difficult to understand. Bauer presented amended language to Chapter 178.14 Designated Trade Area of the Gambling Code that provided a clearer understanding relating to the expending of gambling profits.

Motion by Lorinser, second by Kennedy to adopt Ordinance No. 495 as presented. Motion carried unanimously.

6. Resolution No. 2010-248, a Resolution Approving Gambling License – Cambridge Drift Dusters

Motion by Kennedy, second by Larson to approve Resolution No. 248 as presented. Motion carried unanimously.

7. Approval for Continuation of Current Snow Plowing Policy

Lorinser commented that he would like further discussion on the clearing of snow from all City sidewalks and thought that this could be done by the Public Works Department. Comment was made on the cost to have all sidewalks cleared by the City.

There was consensus that the matter to change the policy to have all sidewalks cleared of snow by the City would go to the Public Works Committee for review.

Motion by Lorinser, second by Larson to approve the Snow Plowing Policy as presented. Motion carried unanimously.

L. Consent Agenda

1. Accounts Payable in the Amount of \$172,682.62 and Payroll in the Amount of \$63,505.52
2. Approval of the September 14, 2010 Planning Commission Meeting Minutes
3. Approve Neighborhood Stabilization Program Item
4. **Resolution No. 2010-249**, a Resolution Approving Liquor Store Cash Balance Policy
5. **Resolution No. 2010-250**, a Resolution Authorizing to Enter into an Agreement with the Owls Hockey Team in regards to Allowing Parking of their Motor Coach on City Property
6. **Resolution No. 2010-251**, a Resolution Approving a Memorandum of Understanding (MOU) Between the City of Isanti and Isanti County for use of the Isanti County Emergency Operation Center

7. Resolution No. 2010-252, a Resolution Accepting Resignation of Part-Time Police Officer Wayne Seiberlich

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

Adjournment

Motion by Kennedy, second by Lorinser to adjourn. Motion passed unanimously. Meeting adjourned at 7:42 p.m.

Respectfully Submitted,

Irene J. Bauer
Assistant City Administrator/City Clerk