

**MINUTES
CITY OF ISANTI
CITY COUNCIL
November 18, 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 Don Lorsung, City Attorney Clark Joslin, Finance Director/Assistant City Administrator Sarah Cotton, Human Resources/Deputy City Clerk Karissa Henning, Police Lieutenant Travis Muyres, Economic Development Director Sean Sullivan, Community Development Director Roxanne Achman, and City Engineer Brad DeWolf

D. Adopt Agenda

Addendum:

Add L.20 Resolution Authorizing Staff to Sign the Municipalities Continuing Disclosure Cooperation (MCDC) Initiative Questionnaire for Self-Reporting Entities

Motion by Larson, second by Collison to approve the agenda with the addendum as presented.
Motion carried unanimously.

E. Proclamations/Commendations/Certificate Awards

None.

F. Approve City Council Minutes

Motion by Lundeen, second by Johnson to approve the minutes of the November 5, 2014 regular meeting of the City Council. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

Announcements were read.

I. Council Committee Reports

Councilor Larson reported on:

- **Friends of the Isanti Area Library**

- Bowling for Books
- Upcoming Reading Events
- Book Sale
- **Highway 65 Coalition**
 - No Quorum Present
- **Upcoming Events**
 - Santa Days

J. Public Hearings
None.

K. Business Items

1. (Resolution 2014-265) Isanti Area Joint Operating Fire District Third Amendment

Fire Chief Randy Polzin was present and introduced the Isanti Area Joint Operating Fire District Third Amendment. Mayor Wimmer noted this change will allow the Fire Board to now sign the Relief Association Reports and be the responsible authority. Mayor Wimmer also noted that with the new Government Accounting Standards Board (GASB) 67 rules coming in, he does have some questions into the City auditors about if the Fire Board will have to follow the same regulations as the City does; he will be working with Finance Director Cotton on this.

Polzin also noted that the Fire Board did hold discussion about potentially going to the State system.

Larson stated she would approve this amendment and also wanted to note that whenever there has been a shortage in costs, the Fire Board has always stepped up to the plate and taken care of any costs.

Motion by Larson, second by Lundeen to approve the Isanti Area Joint Operating Fire District Third Amendment as presented (Resolution 2014-265). Motion carried unanimously.

2. Update on Council Goals

Mayor Wimmer noted the City Council goal setting session is usually held the last Monday in January; this year that would fall on Monday, January 26, 2015. The goals from last year would be incorporated and placed within the packet for review and discussion at the 2015 meeting. Mayor Wimmer asked if Monday, January 26, 2015 would work for the Council for the goal setting work session. There was consensus that this date would work.

Motion by Lundeen, second by Johnson to approve the City Council goal setting work session for 8: 30 a.m., Monday, January 26, 2015. Motion carried unanimously.

3. Resolution 2014-266 Accepting Quote from Bjorklund Companies for Ancillary Snow Removal

Motion by Lundeen, second by Johnson to approve Resolution 2014-266 as presented. Motion carried unanimously.

4. Resolution 2014-267 Adopting a Park Policy Regarding a Code of Conduct for Public Facilities

Motion by Larson, second by Johnson to approve Resolution 2014-267 as presented. Motion carried unanimously.

5. Resolution 2014-268 Certifying Delinquent Charges for City Services and Unpaid Nuisance Abatement Charges Collectible in 2015

Motion by Johnson, second by Lundeen to approve Resolution 2014-268 as presented. Motion carried unanimously.

6. Resolution 2014-269 Approving the Engagement Letter for the 2014 Audit

Motion by Johnson, second by Collison to approve Resolution 2014-269 as presented. Motion carried unanimously.

7. Purchase of a Vacuum/Jetter Truck

Motion by Larson, second by Johnson to approve the rejection of the bid from MacQueen equipment and to authorize staff to begin the process of procuring a new vacuum/jetter truck in 2015. Motion carried unanimously.

8. Resolution 2014-270 Authorizing Loan from the City Revolving Loan Fund to Minnesota Organic Merchandise Store dba City Center Market

City Center Market Representative Gayle Cupit was present, and stated that City Center Market is very excited to expand the business to Isanti. She has been working for about 36 years with City Center Market in Cambridge and is very excited to work with Willow Bridge. The City Center Market will be bringing to Isanti a café/restaurant which will have coffee, drinks, ice cream, sandwiches and baked goods. Cupit also noted the potential of obtaining a liquor license. Sullivan noted the café will bring in approximately 11 job opportunities to the City of Isanti.

Motion by Larson, second by Johnson to approve Resolution 2014-270 as presented. Motion carried unanimously.

9. Ordinance 589 to Amend the Code for the City of Isanti, Chapter 8 City Council, Article III, Section 8-18 Committees

Motion by Johnson, second by Lundeen to approve Ordinance 589 as presented. Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$2,091,901.69 and Payroll in the Amount of \$82,502.72
2. 2013 Railroad Avenue and Walk Improvements Pay Request No. 6-Final in the Amount of \$29,769.37
3. Unity Lift Station Improvements Pay Request No. 1 in the Amount of \$188,898.00
4. 2014 BMX and Public Works Site Improvements Pay Request No. 2 in the Amount of \$232,830.97
5. Isanti BMX Building Pay Request No. 3 in the Amount of \$382,905.70
6. Water Treatment Plant Modification Pay Request No. 1 in the Amount of \$23,345.30
7. Final Minutes of the October 14, 2014 Planning Commission Meeting

8. Final Minutes of the October 7, 2014 Economic Development Authority Meeting
9. **Resolution 2014-271** Approving the Time Change of the Park, Recreation and Culture Board Meeting
10. **Resolution 2014-272** Ending the Probationary Period for Public Works Maintenance Technician Pudlick
11. **Resolution 2014-273** Increasing Employee Flexible Spending Account Levels to be in-line with Federal Levels
12. **Resolution 2014-274** Accepting Part-Time Liquor Store Clerk Larry Barnes Letter of Resignation
13. **Resolution 2014-275** Accepting Part-Time Liquor Store Clerk Laura Pope's Letter of Resignation
14. **Resolution 2014-276** Offering the Position of Part-Time Liquor Store Clerk III to Ms. Angie Kersting
15. **Resolution 2014-277** Offering the Position of Part-Time Liquor Store Clerk to Ms. Emily Cavallaro
16. **Resolution 2014-278** Approving a Local Gambling Permit to the Knights of Columbus
17. **Resolution 2014-279** Amending the Personnel Policy Adding Service on Boards and Committees
18. Awarding Quotations for Electrical and Plumbing Maintenance Services
 1. **Resolution 2014-280** Awarding Quote for Electrical Maintenance Services
 2. **Resolution 2014-281** Awarding Quote for Plumbing Maintenance Services
19. **Resolution 2014-282** Approving a Contract for Maintenance of the City's Outdoor Warning Sirens
20. **Resolution 2014-283** Authorizing Staff to Sign the Municipalities Continuing Disclosure Cooperation (MCDC) Initiative Questionnaire for Self-Reporting Entities

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

At 7:14 p.m. Mayor Wimmer announced that the Council would go into a brief recess to clear out the Chambers. Mayor Wimmer stated that the City Council would then go into closed session for City Administrator Lorsung's performance review.

At 7:15 p.m. City Council went into closed session.

N. Closed Session

1. City Administrator Performance Review

At 7:35 p.m. Council came out of closed session. Mayor Wimmer requested City Attorney Joslin provide a summary of the closed session.

Joslin reported that during the closed session Lorsung's annual performance review was held and each Council member was given an opportunity to provide feedback to Lorsung regarding his performance for the past year. There was discussion regarding Lorsung's strengths and goals for the upcoming year. There was consensus of the Council that Lorsung has, and continues to do, a good job as City Administrator.

Adjournment

Motion by Lundeen, second by Larson to adjourn. Motion passed unanimously. Meeting adjourned at 7:37 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk