

**MINUTES
CITY OF ISANTI
CITY COUNCIL
November 19, 2013
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, Human Resources/Deputy City Clerk Karissa Henning, Finance Director Sarah Cotton, Police Chief Ron Sager, Police Lieutenant Gene Hill, Economic Development Director Sean Sullivan, Community Development Director/Assistant City Administrator Lisa Wilson, and City Engineer Brad DeWolf

D. Adopt Agenda

1. Addendum:

Add L.8 Resolution for Authorization and Execution of Repayment Agreement with J Robinson Construction LLC on Lot 10, Block 2, Villages on the Rum Third Addition Phase Three

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 Larson, second by Lundeen to approve the minutes of the November 6, 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:

- **Anoka -Ramsey College Advisory Council**
 - Organization Re-Tooling
 - College Courses in High School
- **Highway 65 Collation**
 - Audit
- **Friends of the Isanti Community Center**
 - Petition
- **Upcoming Events**

Mayor Wimmer reported on:

- **Friends of the Isanti Community Center**
 - There has been some confusion that the Isanti Community Center Task Force is still up and running. The Task Force had ended last December. Therefore, currently, those still working as the Task Force should be identified as Friends of the Isanti Community Center, as this is no longer a City Task Force.
 - The City cannot accept checks written out to third parties as donations for the Community Center. Those checks written out to third parties must go to the group identified on the check.
- **Fire District**
 - The increase in the cost of service for the City of Isanti in the 2014 Fire District budget was further discussed. There have been progressive increases in the costs of Fire District services over the years without strong support as to why the costs of services are increasing. Mayor Wimmer would like to see this addressed.
 - Mayor Wimmer recommends the formula for services be re-calculated.
- **Community Development Director**
 - Staff is working on a conditional offer with an applicant and has sent a contract out for the Community Development Director position.
 - Mayor Wimmer would like to look at restructuring some positions and potentially hold a special meeting regarding the restructuring of staff positions.

J. Public Hearings

None.

K. Business Items

1. Update on Council Goals

Mayor Wimmer stated the only goals left that still need to be accomplished are those in regards to beautification of Highway 5 and working on City marketing. Mayor Wimmer stated the Sign Task Force was unsuccessful and members did not show up to meetings. Mayor Wimmer asked Larson and Lundeen if they would like to place this issue on potentially the Planning Commission or DAC agenda. Larson and Lundeen agreed upon placing the issue back on the Planning Commission agenda. Mayor Wimmer noted Sean has been working on the marketing piece and will prepare cost estimates for the web site update by the end of December.

Mayor Wimmer noted he would like to have the City Council Goal Setting Session around the same time as last year and proposed the meeting to take place on Monday, January 27, 2014 starting at 8:30 a.m. in the morning. The City Council agreed on having the Goal Setting Session on January 27, 2014 at 8:30 a.m. in the morning.

2. City Code Interpretation – Bags of Leaves used for Insulation Purposes

Mayor Wimmer noted that bags of leaves are being used for insulation around houses by some residents. There was discussion that City Staff should work with residents on code enforcement issues with the bags of leaves, and that they should be allowed to further interpret the City Code, if needed, to handle bags of leaves for code enforcement issues.

Motion by Larson, second by Johnson to allow staff to work with residents on code enforcement issues regarding bags of leaves used for insulation purposes and to grant staff the right to further interpret the code in regards to such matters if the City Code is unclear. Motion carried unanimously.

3. Resolution 2013-227 Approving the Engagement Letter for the 2013 Audit

Motion by Larson, second by Lundeen to approve Resolution No. 2013-227 as presented. Motion carried unanimously.

4. Resolution 2013-228 Certifying Delinquent Charges for City Services Collectible in 2014

Mayor Wimmer noted that there was a much smaller list this year for delinquent charges and stated that City staff is doing a great job.

Motion by Larson, second by Johnson to approve Resolution No. 2013-228 as presented. Motion carried unanimously.

5. Resolution 2013-229 Authorizing the Standardization of City Revolving Loan Fund Documents

Motion by Johnson, second by Larson to approve Resolution No. 2013-229 as presented. Motion carried unanimously.

6. Resolution 2013-230 Authorizing the Police Department to Purchase Five Laptop Computers, Four Docking Stations, and Four Dual Authentication Bar Code Readers

Motion by Johnson, second by Lundeen to approve Resolution No. 2013-230 as presented. Motion carried unanimously.

7. Resolution 2013-231 Authorizing the City of Isanti to Act as the Grant Fiscal Agent on Behalf of LETG for Connecting to Ndex

Mayor Wimmer reported that by allowing the City to act as the grant fiscal agent, the City will be able to receive the software for free.

Motion by Johnson, second by Collison to approve Resolution No. 2013-231 as presented. Motion carried unanimously.

8. Ordinance 567 Amending Ordinance No. 445 Zoning; Section 15 Fencing, Screening, and Landscaping; Subdivision 2 Residential Fences, (B) Exceptions to Clarify Fence Opacity

Mayor Wimmer noted that this is to further clarify, for those that meet the exceptions within City Code regarding residential fencing, that fencing should be open and clear along secondary street frontages.

Motion by Larson, second by Johnson to approve Ordinance No. 567 as presented. Motion carried unanimously.

9. Ordinance 568 Amending Ordinance No. 445; Section 2 Definition of Terms; Section 4 General Provisions; Section 6 Residential Districts; Section 13 Use Regulations and Other Associated Sections to Include Provisions for Manufactured Homes and Manufactured Home Developments

Mayor Wimmer noted that this is to put standards in place.

Motion by Larson, second by Johnson to approve Ordinance No. 568 as presented. Motion carried unanimously.

10. Ordinance 569 Establishing a Storm Water Drainage Utility

Motion by Johnson, second by Collison to approve Ordinance No. 569 as presented. Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$1,341,876.10 and Payroll in the Amount of \$77,454.22
2. Railroad Ave and Walk Improvements Pay Request No. 4 in the Amount of \$114,727.62
3. Final Minutes of the October 8, 2013 Planning Commission Meeting
4. **Resolution 2013-232** Offering the Position of Part-Time Liquor Store Clerk to Ms. Angela Kersting
5. **Resolution 2013-233** Accepting Payment for Isanti Community Center Rent
6. **Resolution 2013-234** Requesting Quotations for Ancillary Snow Removal for the Liquor Store and Community Center
7. Plumbing Maintenance Services and Mechanical Maintenance Services
 - a. **Resolution 2013-235** Awarding Quote for Plumbing Maintenance Services
8. **Resolution 2013-236** for Authorization and Execution of Repayment Agreement with J Robinson Construction LLC on Lot 10, Block 2, Villages on the Rum Third Addition Phase Three

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

At 7:24 p.m. Mayor Wimmer announced that the Council would go into a brief recess to clear out the Chambers and that Council would then go into closed session to discuss the Police Department Employee union, LELS, labor negotiations.

At 7:25 p.m. City Council went into closed session.

N. Closed Session

1. Labor Negotiations

At 8:05 p.m. Council came out of closed session. Mayor Wimmer requested City Attorney Clark Joslin provide a summary of the closed session.

Joslin stated that during the closed session the City Council reviewed the LELS initial proposal and thereafter the Council held a discussion in regards to various options and positions.

Mayor Wimmer requested that the Council approve moving forward in negotiations within the terms discussed in the closed session.

Motion by Larson, second by Lundeen to direct the Personnel Committee to move forward on behalf of the City Council to continue the bargaining process. Motion carried unanimously.

At 8:06 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 8:09 p.m. City Council went into closed session.

2. City Administrator Performance Review

At 8:24 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 current and future staffing and Don's perception of how the City is functioning internally. There was consensus of the Council that Lorsung has, and continues to do, a good job as City Administrator.

Mayor Wimmer requested that the Council take a formal vote on Lorsung's request to become more involved with the League of Minnesota Cities and to run for a seat on the League's Board of Directors.

Motion by Larson, second by Johnson to authorize Lorsung to become more involved with the League of Minnesota Cities and to run for a seat on the League's Board of Directors. Motion carried unanimously.

Adjournment

Motion by Lundeen, second by Johnson to adjourn. Motion passed unanimously.

Meeting adjourned at 8:28 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk