

**CITY OF ISANTI
CITY COUNCIL MEETING
Tuesday, December 15, 2015
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: Paul Bergley, Dan Collison, Adam Johnson and Steve Lundeen

Members Absent: None

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

D. Adopt Agenda

Mayor requested that agenda item L.16. be moved from the Consent Agenda to Business Item K.8.

Motion by Lundeen second, by Johnson to approve the agenda with the requested modification. Motion carried unanimously

E. Proclamations/Commendations/Certificate Awards

The following employees have earned service credit for five, ten and fifteen years: Public Works Maintenance Technician Joshua Becker (5), Part-Time Police Officer Noah Buecksler (5), Public Works Maintenance Technician Scot Klersy (5), Part-Time Police Officer Brandon Oliver (5), Economic Development Director Sean Sullivan (5), Police Officer/SRO Adam Gau (10), Public Works Maintenance Technician Michael Harris (10), City Administrator Donald Lorsung (10), Public Works Maintenance Technician James Mager (10), Police Department Investigator Dusten Noreen (15)

Sullivan and Lorsung were available and recognized for their service credit at the meeting.

Lundeen made comment that a Cambridge resident had noted to him that there is a lot going on in the City of Isanti regarding growth and economic development and commended Sullivan for his great work with the City. Mayor Wimmer likewise gave praise to Sullivan and the Economic Development Team.

The Mayor also recognized Lorsung and his tenure with the City; the Mayor noted that when Lorsung was hired, it had been the first significant vote in two years that was actually a 5-0 vote. That is how much Lorsung stood out as a candidate for City Administrator. Mayor Wimmer also mentioned that recently, during Lorsung's performance review, everyone on the Council had an opportunity to give positive feedback to Lorsung and that he has been doing a great job.

The Mayor acknowledged that the City has a number of other great employees as well that are having anniversaries.

F. Approve City Council Minutes

1. December 1, 2015 - Regular Meeting of the City Council

Motion by Collison, second by Bergley to approve the Regular City Council Minutes of the December 1, 2015 meeting as presented. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

Announcements were read.

I. Council Committee Reports

Bergley stated that he had attended a Trunk Highway North 65 Coalition meeting where an amendment to the Joint Powers Agreement was mentioned. Bergley remarked that Lorsung had received an email on Joint Powers Agreement amendment between all those involved in the Trunk Highway North 65 Coalition. The Mayor requested further details from Lorsung who indicated that the big change would be the number of members required to make a quorum as this is something with which the Coalition had struggled. Lorsung also noted that it appears the Coalition has added co-chairs so there would be someone to run the meetings. The email has been passed on to City Attorney Joslin for review before it is brought back to the Council.

The Mayor had a couple of comments with regards to the boards and commissions. The Mayor noted that when the Council appoints people to the various boards and commissions to serve, their function is to sift through things and take some of the workload from the Council. The Mayor expressed that the City may have a situation where the purpose of candidates on boards and commissions may not have been fully instilled in them. Those members are not in place to create policy. The Mayor also noted that when people are appointed to those boards and commissions, they are representing the City of Isanti and Council members. The City will be looking at further training for their board chairs to ensure that they are keeping things on task.

While going through Planning Commission notes and listening to the meetings, the Mayor observed that there are safety concerns related to the development on the east side of Highway 65 and the need to provide safe Highway 65 crossing was being raised. The Mayor remarked that there had been a great pedestrian bridge project which would have addressed those concerns where 90% of the project would have been paid by an outside party. The Mayor asked that people not lose sight of the fact that there were plans in place that would have answered some of these issues; however, these solutions were not acted on due to lack of support at that time.

Another item the Mayor wanted to address was that if commission or board members have questions of staff that they be encouraged to approach staff with their questions as they arise. This would prevent waiting until the meeting to ask those questions where staff may be unaware or unprepared for a question that hadn't been raised previously. It is very hard for staff to have a response ready if they haven't run into a similar situation previously. The Mayor expressed a desire to encourage fellow commissioners and board members to ask staff when questions arise so that they can do the research and be prepared with answers. The Mayor noted that as there is more activity in the City, more of these types of issues do come up.

J. Public Hearings

K. Business Items

1. Report on Library Link and Extension of Agreements for 2016 (*Barbara Misselt, Library Director*)
 - a. **Resolution 2015-296 Extending the Original Partnership Agreement between the City of Isanti and the East Central Library Board and the Isanti Area Friends of the Library**

Barbara Misselt, Director of the East Central Regional Library and Tim Olson, the Outreach Librarian newly assigned to the Isanti Outreach Site addressed the Council. Misselt remarked that the partnership between the City of Isanti, ECRL Board and the Isanti Area Friends of the Library had been in place for six years. Misselt felt that the partnership was going very well and indicated that the Isanti Outreach Site sees approximately 15 to 20 people each week. Statistics indicate that 887 people have visited the site since the beginning of the year (46 weeks.) The outreach site exists for those people who find it difficult to get to one of the other branches. The hours are noon to 4:00 p.m. on Wednesdays. Misselt indicated people can request books or other library materials and have them brought out the following week. People can also obtain research information. Misselt gave the example of inquiring on the price of rice in China. So far this year, 436 questions have been responded to by the site librarians. Misselt remarked that a reference question can be anything from: How do you download an eBook? to hardcore reference questions. Misselt expressed her opinion that the outreach site is an excellent example of intergovernmental cooperation stating that the County is a part of a joint powers agreement. The outreach site operations are paid for by the County with the City providing the space and the local citizens group of volunteers providing any incidental expenses. Misselt asked if there were any questions from the Council. Bergley asked if there were computers, as in Cambridge, at this outreach site. Misselt indicated that there is a single computer for the outreach librarian to use in answering questions; however it is not for public use. The Mayor commented that he had heard that a lot of people like the fact that they can request a book and have it brought in to the Isanti site. There is also easy returns with the book drop out front. Misselt acknowledged and thanked the Isanti Area Friends of the Library, represented that evening by ECRL Commissioner Mike Warring who volunteers with the group, who have helped with some rust-outs on the book drop. Misselt noted that book drops are very expensive if they have to be replaced.

Motion by Collison, second by Johnson to approve Resolution 2015-296 as presented. Motion carried unanimously.

2. Resolution 2015-297 to Amend the Policy on the Use and Maintenance of the Outdoor Hockey Rink

The Mayor reported that, as planned in 2004, the Outdoor Hockey Rink would have been a 50/50 cost split between the City and the Youth Hockey Association to install and maintain the rink. However, the Youth Hockey Association ended up donating approximately \$5,000; whereas, the City's portion ended up being approximately \$30,000. There was an agreement with the Youth Hockey Association where they were responsible for maintaining the ice and handle minor repairs; however, there were mixed reviews on how well this was carried out in actuality. Approximately 2 years ago, the Youth Hockey Association pulled out of that agreement completely. Previous to that the City had taken over maintaining the ice. Now the dasher boards need to come off because they are in such bad shape and the remaining rink boards are over 40 years old. The Park and Recreation board has recommended flooding the ice this year, removing the dasher boards, and to leave the remaining boards intact for now.

The Mayor stated that the Council needs to decide how the City should go forward as the boards must be replaced if there is going to be hockey played on the rink. The Mayor gave a bit of background in that initially the rink was reserved for certain hours specifically for the Youth Hockey Association hockey practices. Since that agreement is now defunct, there have been a few complaints that if there are hockey players on the ice it becomes dangerous for other skaters. The Park and Recreation board has put forward the suggestion that the rink should now be a pleasure rink and not used exclusively for hockey. The Mayor put forth the following questions, noting that this topic would arise again in the goal-setting session: Should Isanti have an outdoor rink specifically for hockey usage? Should there be designated times reserved for hockey? How should it be structured? How will the City fund the rink? The Mayor stated that it costs \$5,000-\$7,000 per season just to maintain the ice. This doesn't include costs associated with removing snow from the ice. When used as a pleasure rink, it's easier because they just drive a truck on the ice and plow across. To remove snow from a

hockey rink requires bringing in more specialized equipment, etc. and is ultimately more expensive.

The Mayor stated that this year, if weather allows, the rink will be flooded. However, in the goal-setting session, Council will need to decide what the City should do moving forward. The rules provided in the resolution are pleasure rink rules that would be applied to the hockey rink for now. There have been requests by hockey teams and parents to reserve ice time for hockey practices; however, to use the rink as initially purposed but without the Youth Hockey Association assisting in the maintenance and costs seems unfair to City residents. The Mayor noted that he had sat on the Council as a Councilmember when the agreement with the Youth Hockey Association came up for approval and the Mayor felt that the rink would never have been constructed if it hadn't been for the partnership to cover costs.

Collison inquired if the City had a pleasure rink located south of the hockey rink last season that will be in use again this season. The Mayor responded yes and the pleasure rink will be there this year as well. Bergley said that he had used the rink and there were issues with the warming house always being locked. The Mayor replied that he had not heard of that concern previously. The Mayor reported that there was a warming house that the City had built many years ago for which the City had an attendant. Then, he believed, that the Youth Hockey Association had a warming house that was used strictly for youth hockey and paid for by them so likely was locked when not in use. The warming house/changing room that the City has is the BMX building. One of the discussions by the Parks and Recreation Board was whether the pleasure rinks should be moved over to the other side of the pine trees in that way, they would be literally across the path from the warming house in the BMX building. There is nothing magical about where and how the pleasure rink is created and it could be moved and done anywhere. The big issue and concern is the hockey rink.

Motion by Johnson, second by Collison to approve Resolution 2015-297 as presented. Motion carried unanimously.

3. Consider Amendments to the City Code and Fee Schedule
 - a. **Ordinance 627 to Amend The Code for the City of Isanti, Chapter 160, Fees**
 - b. **Resolution 2015-298 Adopting Fees Within the City of Isanti**

Motion by Johnson, second by Collison to approve Ordinance 627 and Resolution 2015-298 as presented. Motion carried unanimously.

4. Extension of Water and Sanitary Sewer Rates
 - a. **Ordinance 628 to Amend the Code for the City of Isanti, Chapter 325, Water**
 - b. **Ordinance 629 to Amend the Code for the City of Isanti, Chapter 260, Sewer**

A utility fee study will be done in 2016. The rates being approved would be in place until the completion of that fee rate study which will tell the City where they need to be going forward.

Motion by Johnson, second by Collison to approve Ordinances 628 and 629 as presented. Motion carried unanimously.

5. **Resolution 2015-299 Approving Amended Job Descriptions, Job Titles, and Compensation - City Administrator and Human Resources/ City Clerk**

The Mayor stated that this had been previously planned and budgeted. Ms. Henning will now be the official City Clerk and taking those related duties from the City Administrator position to the Human Resources/City Clerk position.

Motion by Lundeen, second by Bergley to approve Resolution 2015-299 as presented. Motion carried unanimously.

6. Resolution 2015-300 Approving the Contingent Promotion of Building Inspector Henly to Building Official Effective January 1, 2016

The Mayor reported that this was contingent upon Henly passing his test.

Motion by Collison, second by Bergley to approve Resolution 2015-300 as presented. Motion carried unanimously.

7. Resolution 2015-301 Approving Update to Market Tourism and Lodging Analysis Study

The Mayor stated that this study was to obtain the new numbers reflected in the City's current economy into that study the City will be using for the hotel project.

Motion by Johnson, second by Lundeen to approve Resolution 2015-301 as presented. Motion carried unanimously.

8. Resolution 2015-302 Establishing a Restricted Parking Zone Along a Section of Third Avenue NW

The Mayor reported that there had been a request by the School District to have some parking limitations along Third Avenue NW. The Mayor stated that it seems an appropriate action; however, when the City does this type of thing it isn't always clear to the public why the City is always doing this. That is why this topic was pulled from the Consent Agenda. The Mayor wanted to be certain that residents understood why the parking restriction was being made. The School District asked that the signs be put up to help with safety concerns and traffic flow. The City determined that it was a reasonable request.

Motion by Lundeen, second by Bergley to approve Resolution 2015-302 as presented. Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$930,804.37 and Payroll in the Amount of \$117,789.49
2. Final Pay Request - No. 9 - Isanti BMX Building in the Amount of \$78,943.15
3. Final Minutes of the November 10, 2015 Planning Commission Meeting
4. Final Minutes of the November 3, 2015 Economic Development Authority Meeting
5. **Resolution 2015-303** Accepting Building Official Rick Sames' Letter of Resignation
6. **Resolution 2015-304** Offering the Code Enforcement/ Zoning Technician Position to Mr. Matt Lindholm
7. **Resolution 2015-305** Approving an Escrow for the Alterations to an Illegal Accessory Structure and the Principle Structure to Bring it into Compliance at 315 Whiskey Rd SW
8. **Resolution 2015-306** Approving a Refund for Remaining Two Cities, One Community Event Balance
9. **Resolution 2015-307** to Enter into a Site Use Agreement Between the City of Isanti and Catholic Charities
10. **Resolution 2015-308** Amending the Snow Plowing Policy
11. **Resolution 2015-309** Approving Parks, Recreation and Culture Prioritized Repair List
12. **Resolution 2015-310** Authorizing Signatures and Identifying Official Signatures on Documents Pertaining to City Matters
13. **Resolution 2015-311** Authorizing Signatures for the Purpose of Accessing and Maintaining City Funds and Investments

14. **Ordinance 630** to Uncombine the Office of City Clerk-Treasurer and Reestablish the Offices of City Clerk and City Treasurer - Designation of Finance Director as City Treasurer
15. Request for Liquor Store Employee Customer Service Training
16. **Resolution 2015-312** Approving to Sell the Forfeited 2001 Chevrolet Blazer S-10 at Public Auction
17. **Resolution 2015-313** Approving a Local Gambling Permit to the Knights of Columbus
18. **Resolution 2015-314** Approving a Local Gambling Permit to Victory Christian Center
19. Request to Purchase Two Standing Work Stations and Four File Cabinets for Staff Members
20. **Resolution 2015-315** Approving the Resignation of Part-Time Officer Paulsen and Approving to Replace the Vacancy in the Part-Time Police Officer Roster

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

Adjournment

Motion by Lundeen second by Bergley to adjourn. Motion carried unanimously. Meeting adjourned at 7:24 p.m.

Respectfully Submitted,
Carla Scharber
Administrative Data Clerk