

**MINUTES
CITY OF ISANTI
CITY COUNCIL
December 16, 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 Chief Gene Hill, Economic Development Director Sean Sullivan, Community Development Director Roxanne Achman, Community Events Manager/ Parks Coordinator Josi Wood and Assistant City Engineer Jason Cook

D. Adopt Agenda

Addendum:

Remove L.2 Unity Lift Station Improvements Pay Request No. 2 in the Amount of \$42,660.70

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

E. Proclamations/Commendations/Certificate Awards

1. Councilmember Larson – Recognition of Service on Isanti City Council

Mayor Wimmer recognized Councilmember Sue Larson for her years of service on the Isanti City Council. Larson served on the City Council for 16 years, from 1998 to the end of 2014.

Larson noted that when she came to the City of Isanti she initially sat on the Park and Recreation Board. Larson stated she has seen the City take great strides in improving the City parks. Larson also noted that there use to not be 24 hour policing in the City of Isanti, and that she is proud the City now has 24 hour policing. Larson believes that today the Police Department and the City parks are top notch. Larson stated that City parks and 24 hour policing are two of the things Larson first ran on when running for City Council.

Larson made comment that she feels she is leaving office with two items that still need work. The first of those two items is that the City still has a lot to do yet for its senior citizens. Larson stated a few years back there was a study done in terms of housing and it was found that the housing for seniors within Isanti is not very affordable in comparison to the money they receive

from their social security. Larson also noted that many seniors like things local, and to go shopping locally, and prefer taking the back roads over crossing highway 65, due to its increased traffic.

Larson touched on the importance of the Community Center for the seniors, and that they fought long and hard to keep the Community Center when the City was considering whether or not to keep it. Larson thanked the Ruby Trust Fund from Ruby Johnson, who was an active member in the community, for the money received for the Community Center improvements. Larson also noted she believes that new staff overseeing the Community Center has been of benefit to the Community Center; the Community Center now seems to always be booked.

Larson shared a memory with the Council of when the Police Department and City Hall were both working within the Police Department building, and how crowded it was. Now, the Police Department and City Hall staff have separate buildings. Larson also made comment that the City has grown significantly since she first moved into the City.

Lastly, Larson noted the second item she is leaving office with that is unfinished - the Fire District. Larson noted she is very concerned for the Fire District and that when the City did a study in regards to bringing a Fire Department in-house the cost to do so was significant. Larson noted everyone needs to work together moving forward to make the updates that need to be made and to be supportive of the Fire District.

2. Employee Recognition – Years of Service

Employees who have obtained service credit for five, ten, fifteenth, twenty, and additional years in increments of five are recognized by receiving a “Certificate of Recognition” at the last regular City Council meeting of the given year.

Mayor Wimmer recognized the following employees for their years of service with the City of Isanti for 2014:

Ten years of service

- Gene Hill

Fifteen years of service

- JoAnn Welcome

Twenty years of service

- Dan Vandenheuvel

3. City of Isanti Legacy Medal Recognition to Rum River BMX National Finalists

Mayor Wimmer stated the Legacy Medal is new and is being put in place to recognize a positive presence within the City of Isanti. The Rum River BMX riders have brought a positive State and National presence to the City of Isanti and its BMX track. Mayor Wimmer made comment that the BMX brings great things to the City of Isanti and that he is excited about the new BMX facility being built.

Kevin Reidman was present and stated the riders work very hard and put in long hours, on and off the track, to be some of the best in the Nation.

Mayor Wimmer recognized the following riders and their placements:

Rider:		City:	Division:	Placement:
AVERY	CHARTRAND	ISANTI	MN 7 Girls	5
CASSIDY	CROTTY	CENTERVILLE	MN 15-16 Girls	6
TRENTON	DUVALL	LINWOOD	MN 17 - 20 Cruiser	4
TRAVIS	GASNER	WASECA	MN 12 Cruiser	7
LOGAN	MATTESON	ISANTI	MN 13 Boys	16
CYRUS	MATTSON	DALBO	MN 10 Boys	14
JENNIFER	METTLER	CHANHASSEN	MN 11 - 12 Girls Cruiser	10
JACK	PLUMMER	EDINA	MN 14 Boys	12
JAMES	PLUMMER	EDINA	MN 12 Boys	15
TAYLOR	RIEDEMANN	CAMBRIDGE	MN 16 Cruiser	2
KALI	STREETER	BLAINE	MN 10 Girls	10

Recognized but not in attendance:

CRYSTAL	SCHWARTZ	HARRIS	MN 17-20 Girls	9
KEITH	CHRISTENSEN	ALBERTVILLE	MN 51 - 55 Cruiser	10

F. Approve City Council Minutes

Motion by Larson, second by Lundeen to approve the minutes of the December 2, 2014 meeting of the City Council. Motion carried unanimously.

G. Citizens Input

Jason Lee, 1109 Rum River Drive, was present and stated he had received a letter from the City in regards to his camper in his driveway. Lee noted that he had planted trees around the driveway to block the camper. The letter indicates he needs to put up a fence. Lee questioned about trees and shrubs for screening.

Mayor Wimmer directed this matter to the Planning Commission for review and that the current ordinance pertaining to screening is looked at.

H. Announcements

Announcements were read.

I. Council Committee Reports

Councilor Larson reported on:

- **Friends of the Isanti Area Library**
- **Santa Days**
- **Snowmobile ATV Parade**
 - Chili feed to follow at the Community Center
- **East Central Regional Development Commission**
 - EDA evaluation
- **GPS 45:93**
 - MN Real Estate Conference

J. Public Hearings

None.

K. Business Items

1. Report on Library Link and Extension of Agreements for 2015

Barbara Misselt, the East Central Regional Library Director, was present and noted that Isanti is one of eight sites, and serves about 20 citizens per week. Misslet thanked the Council and City Administrator for the City Hall space for the Link Site and for all of their help. Misslet also thanked Mike Warring for fixing the book drop box.

a. Resolution 2014-296 Extending the Original Partnership Agreement between the City of Isanti and the East Central Library Board and the Isanti Area Friends of the Library

Motion by Larson, second by Lundeen to approve Resolution 2014-296 as presented. Motion carried unanimously.

2. Consider Amendments to the City Code and Fee Schedule

a. Ordinance 591 to Amend The Code for the City of Isanti, Chapter 160, Fees

b. Resolution 2014-297 Adopting Fees Within the City of Isanti

Motion by Johnson, second by Lundeen to approve Ordinance No. 591 and Resolution 2014-297 as presented. Motion carried unanimously.

3. Resolution 2014-298 Authorizing the Purchase of Laptop Computers, Monitors, Docking Stations, and Microsoft Office Software Packages

Motion by Johnson, second by Larson to approve Resolution 2014-298 as presented. Motion carried unanimously.

4. Resolution 2014-299 Extending SAC and WAC Deferral Program to December 31, 2015

Motion by Johnson, second by Lundeen to approve Resolution 2014-299 as presented. Motion carried unanimously.

5. TIF/ Abatement Consultant Selection or Request for Proposal

a. Resolution 2014-300 Selecting Northland Securities for TIF/ Abatement Consulting Services

The Council agreed to stay with current consultants, Northland Securities, for TIF/Abatement services.

Motion by Johnson, second by Larson to approve Resolution 2014-300 as presented. Motion carried unanimously.

6. Resolution 2014-301 Approving Funding for Executive Summary for Isanti County for the East Central Regional Housing Study

Motion by Larson, second by Collison to approve Resolution 2014-301 as presented. Motion carried unanimously.

7. Resolution 2014-302 Approving a Conditional Use Permit (CUP) for Minnesota Organic Merchandise Store (MOMS) dba, City Center Market, to Operate a Café in the Building Located at 4 Enterprise Avenue NE

Motion by Larson, second by Lundeen to approve Resolution 2014-302 as presented. Motion carried unanimously.

8. Resolution 2014-303 Approving Succession Planning for the Building Official's Retirement, the Implementation of a Building Inspector Position, Approval of a Building Inspector Job Description, Pay, and Points, and to Update the Building Official's Job Description to Account for Recent Changes

Lundeen inquired if the City had looked at having this work contracted and whether or not that would save the City money. Mayor Wimmer noted that this was looked at between 2008 and 2010. It was found that having this work contracted is not much of a financial benefit and the City would see a significant drop in service. The greatest benefit from having a Building Official in-house is the turnaround time. Mayor Wimmer noted there is a significant amount of building ahead for the City and he cannot see a time when the City would not need a Building Official, even when things slow down. Collison noted that he receives compliments from building contractors because they deal with one person and that they appreciate having that one point of contact.

Mayor Wimmer noted the Building Official is a large position, and with Sames' retirement, this would be a smooth transition into the next Building Official. From a cost standpoint, the City will see a slight increase while there is cross over training going on; however, the Part-Time Building Inspector will be paid less than Sames. As Sames phases from four, to three, to two day weeks, the City will be paying a lower wage for the Building Inspector than it is for Sames.

Motion by Collison, second by Johnson to approve Resolution 2014-303 as presented. Motion carried unanimously.

9. Resolution 2014-304 Approving the Transitioning of Fixed Fee Building Permits to the Code Enforcement/ Zoning Technician and for a Set Permit Processing Timeframe

Motion by Lundeen, second by Larson to approve Resolution 2014-304 as presented. Motion carried unanimously.

10. Ordinance 592 Amending Ordinance No. 445 Zoning; Section 13, Use Regulations, Article Four, Subdivision 1A: Accessory Buildings

Motion by Lundeen, second by Larson to approve Ordinance 592 as presented. Motion carried unanimously.

11. Resolution 2014-305 Amending the Employment Contract with City Administrator Don Lorsung

This amendment changes the City Administrator's contract to, within his eleventh year of employment with the City of Isanti, to stop his vacation accruals within the contract and to go solely to vacation accruals per the Personnel Policy.

Motion by Larson, second by Lundeen to approve Resolution 2014-305 as presented. Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$802,415.92 and Payroll in the Amount of \$112,694.42
2. ~~Unity Lift Station Improvements Pay Request No. 2 in the Amount of \$42,660.70~~
3. 2014 BMX & Public Works Site Improvements Pay Request No. 3 in the Amount of \$38,624.10
4. Isanti BMX Building Pay Request No. 4 in the Amount of \$249,137.50
5. Final Minutes of the November 5, 2014 Economic Development Authority Board Meeting
6. Final Minutes of the November 12, 2014 Planning Commission Meeting
7. Final Minutes of the October 28, 2014 Park, Recreation, and Culture Board Meeting
8. Management Academy Training for Economic Development Director and Public Works Director
9. **Resolution 2014-306** Authorizing Staff to Obtain Quotes for the Isantian Newsletter
10. **Resolution 2014-307** Approving the Purchase of City Sweatshirts for the Liquor Store and Employees
11. **Resolution 2014-308** Authorizing a Second Amendment to the Existing Contract for Cleaning Services with Bill's Quality Cleaning for Isanti Community Center
12. **Resolution 2014-309** Adopting the City of Isanti Legacy Medal Recognition Policy
13. **Resolution 2014-310** Offering the Position of Part-Time Liquor Store Clerk to Ms. Greta Stodieck
14. **Resolution 2014-311** to Enter into a Site Use Agreement Between the City of Isanti and Catholic Charities
15. **Resolution 2014-312** Approving to Proceed with the Application to East Central Electric Operation Roundup Grant

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

Adjournment

Motion by Lundeen, second by Larson to adjourn. Motion passed unanimously. Meeting adjourned at 7:43 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk