

**MINUTES  
CITY OF ISANTI  
CITY COUNCIL  
FEBRUARY 21, 2012  
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 Jim Kennedy, Sue Larson, Steve Lundeen and Ross Lorinser

Members Absent: None.

Staff Present: City Administrator/City Clerk Don Lorsung, City Attorney Clark Joslin, Finance Director Kristi Smith, Human Resources/Deputy City Clerk Karissa Henning, Economic Development Director Sean Sullivan, Police Chief Ron Sager, Planning and Parks Director Lisa Wilson, Building Official Rick Sames, Assistant City Engineer Kevin Bittner and Public Works Director Pat Meyer

Councilor Lundeen joined the meeting at 7:05 p.m.

Motion by Larson, second by Kennedy to approve the agenda as presented. Motion carried unanimously.

**E. Proclamations/Commendations/Certificate Awards**

None.

**F. Approve City Council Minutes**

Motion by Lorinser, second by Larson to approve the minutes of the February 8, 2012 City Council Meeting and Closed Session Meeting. Motion carried unanimously.

**G. Citizens Input**

None.

**H. Announcements**

Announcements were read.

**I. Council Committee Reports**

Councilor Larson reported on:

- **Justice Committee – 10<sup>th</sup> Judicial District**
  - Law Day is on April 7<sup>th</sup> from 9:00 a.m. to 12 noon; it will be hosted at Spectacular Events (Spirit River Community Center)
    - All citizens can ask questions regarding legal matters
    - There will be 10 attorneys present

- **Isanti Chamber Connections**
  - State of the City Address by the Mayor will be February 22, 2012 at 11:30 a.m. at Wintergreens
  - Spring Fling
- **Friends of the Library**
  - Community Expo
  - Book Sorting
  - Library services will no longer be provided on Saturdays in Cambridge
- **Liquor Committee**
  - Local winery products coming soon
- **Fire District**
  - Purchasing ladder truck
- **League of Minnesota Cities**
  - Legislative Updates
  - Solid Waste Collection
  - Voter ID's
  - Three Constitutional amendments may appear on the ballots this year
- **GPS**
  - Marketing Meeting

## **J. Public Hearings**

None.

## **K. Business Items**

### **1. Isanti Community Center Task Force Appointments**

Mayor Wimmer stated there are eight individuals who have volunteered for the Isanti Community Center Task Force. Mayor Wimmer noted that only one of the eight individuals is a business owner. Mayor Wimmer desired to have a 50/50 split between citizens and citizens within the business community for the task force members. With that said, and the eight individuals who have volunteered, the Mayor is holding the remaining two spots open for individuals within the business community.

Sue Larson will be the Chair of the task force and Councilor Lorinser will sit on the task force as well.

### **The appointed members are:**

- Steve Rask (citizen)
- John Booth (citizen)
- Lynda Draxten (representing Senior Dining)
- Lynn True (business representative)
- Susan McCune (business owner)
- Cub Scouts Representative (2-3 individuals will be rotating)
- Clell Bone (representing Senior Dining)
- Joe Mau (representing the Lions)

The Isanti Community Center Task Force will be reporting back to the Council every quarter until the end of the year. At the end of the year Mayor Wimmer hopes all recommendations will be wrapped up.

Mayor Wimmer has sent out letters to surrounding townships asking for financial assistance with the Isanti Community Center. Mayor Wimmer also made comment that the end outcome for financing the Isanti Community Center might be to go out to the voters for a levy referendum for funding.

The Isanti Community Center task force will give the Council and citizens a final understanding of what we need for the community center, the costs and how to move forward with that.

Larson made comment that she would like to have a task force meeting before the annual township meetings. Larson would like to have task force representatives attend the township meetings and speak for the Isanti Community Center. Mayor Wimmer will get all of the task force contact information to Sue Larson.

**2. Resolution 2012-027 Approving a Special Event Application for a Three Day Girl Scouts Day Camp**

Lorinser asked the Staff and Council if they had any questions or concerns regarding the special event application. Wilson made comment that additional portable toilets would be needed for the event. There were no further concerns or questions.

Motion by Kennedy, second by Lorinser to approve Resolution No. 2012-027 as presented.  
Motion carried unanimously.

**3. Resolution 2012-028 Authorizing City Staff to Release Funds for Redbird Field Improvements**

Mayor Wimmer stated the Redbirds are doing charitable gambling and that the funds have to run through the City in order for the Redbirds to be able to use the money for projects, such as refurbishing and maintaining the field. An agreement was created last year with the Redbirds to deposit their money to the City. Now, the Redbirds have started to accumulate funds and have created a list for Council approval to spend the deposited funds on. In essence, the Redbirds deposit their gambling funds to the City of Isanti and then anything on the presented list, pending Council approval, for the Redbirds to draw upon - the Redbirds would then be able to use.

There was further discussion on the use of the money.

Motion by Kennedy, second by Larson to approve Resolution No. 2012-028 as presented.  
Motion carried unanimously.

**4. Resolution 2012-029 Authorizing 2012 Budget Amendments for the City of Isanti**

In 2010 the City Council authorized transferring \$26,000 from the Revolving Loan Fund to EDA for marketing purposes. Finance Committee and EDA reviewed the amendments and recommends their approval.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-029 as presented.  
Motion carried unanimously.

**5. Resolution No. 2012-030 Authorizing the Movement of Certain Funds and Designations of Fund Balances**

Finance Committee met and recommends the presented movement of funds and designations of fund balances.

Motion by Kennedy, second by Larson to approve Resolution No. 2012-030 as presented.  
Motion carried unanimously.

**6. Resolution 2012-031 Authorizing Use of City Technology Funds for Computer and Printer Purchases**

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-031 as presented.  
Motion carried unanimously.

**7. Resolution 2012-032 Approving the Site Plan/Building Appearance to Construct an Addition on to the Existing Structure for St. Elizabeth Ann Seton Catholic Church Located on the Property at 207 Whiskey Road NW**

Wilson stated that on the resolution 2b and 2c are no longer needed and requested to remove those items off of the resolution.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-032 as presented, with the exception of removing 2b and 2c from the resolution. Motion carried unanimously.

**8. Resolution 2012-033 Authorizing City Staff to Accept the Fee Allowing Exclusive Use of the Mattson Park Tennis Courts by the C-I School District for Spring/Fall 2012 and 2013 Seasons and Waiving the Current Scheduling Requirements**

The existing policy creates a hardship for the C-I School District Tennis program and the district has agreed to pay a fee of \$350 for the exclusive use of the Mattson Park Tennis Courts for the Spring/Fall 2012 and 2013 practice seasons.

Motion by Lorinser, second by Larson to approve Resolution No. 2012-033 as presented. Motion carried unanimously.

**9. Resolution 2012-034 Accepting Proposal for Interim Finance Director Services**

The firm Abdo Eick and Meyers (AEM) served in a similar capacity in 2008 when the City had a vacant Finance Director Position. They have a contracted employee that has served as a Finance Director who will provide temporary services for the City.

Motion by Lorinser, second by Larson to approve Resolution No. 2012-034 as presented. Motion carried unanimously.

**10. Resolution 2012-035 Accepting Proposal and Contract for Water System Survey from Water Conservation**

City Engineer Brad DeWolf has worked with Water Conservation Service Inc. before to perform a water utility system water loss study and has seen good success with other communities reducing water loss.

Motion by Lorinser, second by Lundeen to approve Resolution No. 2012-035 as presented.  
Motion carried unanimously.

**11. Resolution 2012-036 Approving Sanitary Sewer Maintenance Policy and Sanitary Sewer Emergency Response Policy**

The City was advised by LMCIT Loss Control staff to develop written policies that show what maintenance activities/cycles and emergency response protocol the Public Works Department utilizes. These policies will be used to apply to the LMCIT for reduced deductibles in the case of an insurance claim.

Motion by Lorinser, second by Larson to approve Resolution No. 2012-036 as presented. Motion carried unanimously.

**12. Resolution 2012-037 Authorizing the Replacement of Snow Plow Truck/Equipment**

Mayor Wimmer questioned what the City will be replacing in the future, and what it will not be, because there is another large purchase coming up. The City will need to take a look at the Public Works equipment list. With the purchase of the Snow Plow Truck/Equipment the City will be out of funds. Kennedy suggested not replacing the grader once it is no longer serviceable.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-037 as presented.  
Motion carried unanimously.

**13. Approval of Ditch and Waterway Clearing Project**

With the open winter, Public Works staff has the ability to access ditch and waterway areas to remove small trees and brush. City staff is requesting to perform the clearing of ditch and waterway areas on City Property and on the Rodeo grounds.

Motion by Kennedy, second by Larson to approve the Ditch and Waterway Clearing Project as presented. Motion carried unanimously.

**14. Public Works Equipment Review**

Lorinser requested brief descriptions with the list of equipment that was provided and an estimate of how many years the machines have left. Mayor Wimmer discussed buying equipment and the importance of maintaining equipment. Mayor Wimmer made comment about looking at the expenses of fixing up old equipment versus purchasing equipment and the cost savings in the long run for purchasing new equipment. Mayor Wimmer noted that a lot of the machines used for Public Works are highly expensive.

**15. Resolution 2012-038 Execution of Subordination Agreement for Landmark Community Bank for H.M. Chris, LLC**

Sullivan reported that at the time of closing for Landmark Bank, the documents were not filed in the correct order, so this particular agreement is being brought back. For all subordination agreements, those who have the most money invested will be placed in a higher position, and those with the least money are placed in a lower position. All the proposed subordinations are being done at the same time and the investors in the agreements will be placed accordingly.

Motion by Kennedy, second by Lorinser to approve Resolution No. 2012-038 as presented.  
Motion carried unanimously.

**16. Resolution 2012-039 Execution of Subordination of Agreement for CMDC for H.M. Chris, LLC**

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-039 as presented.  
Motion carried unanimously.

**17. Resolution 2012-040 Execution of Subordination Agreement for Landmark Community Bank for Prairie Senior Cottages of Isanti, LLC**

Motion by Kennedy, second by Larson to approve Resolution No. 2012-040 as presented.  
Motion carried unanimously.

**18. Resolution 2012-041 Execution of Subordination Agreement for Twin Cities-Metro Certified Development Company for Prairie Senior Cottages of Isanti, LLC**

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-041 as presented.  
Motion carried unanimously.

**19. Resolution 2012-042 Execution of Certificate of Compliance for Lot 3, Block 1, Unity Industrial Park**

Motion by Kennedy, second by Larson to approve Resolution No. 2012-042 as presented.  
Motion carried unanimously.

**20. Resolution 2012-043 Considering Issuance of Order to Remove Hazardous Conditions for Tax ID 05.032.3200 (Towns Edge Rd SE)**

The Development Advisory Committee recommends City Council to issue an Order to the owner of record declaring the property hazardous, abate the hazardous building and to notify Isanti Township of the City's actions. It is also recommended that the City of Isanti only address the 'hazardous' conditions under MN Statue 463.15 within Tier One, not conditions covered under the City of Isanti Nuisance Ordinance.

Motion by Kennedy, second by Larson to approve Resolution No. 2012-043 as presented.  
Motion carried unanimously.

**21. Resolution 2012-044 Adopting the 2012 EDA Marketing/Work Plan**

Staff has updated the EDA Marketing/Work Plan for 2012 and the future. The document includes local SWOT analysis, identifies goals, objectives, competition, strategic partners and

suggests how Isanti can position itself to make it more marketable for potential business prospects.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2012-044 as presented. Motion carried unanimously.

**L. Approve Consent Agenda**

1. Consider Accounts Payable in the Amount of \$160,727.10 and Payroll in the Amount of \$67,195.90
2. Approval of January 24, 2012 Park and Recreation Board Meeting Minutes
3. Approval of January 24, 2012 EDA Meeting Minutes
4. **Resolution 2012-045** Accepting Finance Director Kristi Smith's Letter of Resignation
5. Approval of Liquor Store Cooler Door Project
6. **Resolution 2012-046** Approving Temporary 3.2 Beer Licenses to Blaine Jaycee's
7. Approve City Council Member Sue Larson's Request to Attend the 2012 LMC Annual Conference

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

**Adjournment**

Motion by Larson, second by Lundeen to adjourn. Motion passed unanimously. Meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Karissa Henning  
Human Resources/Deputy City Clerk