

**MINUTES
CITY OF ISANTI
CITY COUNCIL
March 2, 2010
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, Jeffery Kolb, Sue Larson, and Ross Lorinser.

Members Absent: none.

Staff Present: City Administrator Don Lorsung, Assistant City Administrator/City Clerk Irene Bauer, City Attorney Clark Joslin, Finance Director Kristi Smith, and City Engineer Brad DeWolf.

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

E. Proclamations/Commendations/Certificate Awards

F. Approve Minutes

Motion by Kennedy, second by Larson to approve the minutes of the February 16, 2010 Regular meeting and Closed Session of the City Council as presented. Motion carried unanimously.

G. Citizens Input – There was none.

H. Announcements - Announcements were read.

I. Council Committee Reports

Councilor Larson reported on the following meetings she had attended:

- Community Involvement Team
 - o Approximately 150 people attended the Snowflake Skate
 - o Old Tyme Dance is scheduled for 3-13-10
 - o Pet Clinic is scheduled for April 24th
- Historic Downtown Committee
 - o Farmers Market starts April 17th
- League of MN Cities Conference is Scheduled June 23 – 25
- Fire District Board
 - o Billings
 - o Medical Runs
 - o PERA
 - o Used Truck
- Community Ed
 - o Planning for Forum – April 8th
- GPS 45:93
 - o Business Retention/Expansion

- ECRDC
 - o Approved Branden Apitz to the Arts Council
 - o Approved Greg Owens to his second year on the Revolving Loan Fund
- Arena Board
 - o Compressor not working properly
 - o Ice Time Costs
- Census 2010 Committee
 - o Everyone should fill out their census forms as numbers mean money
- Home Show is scheduled for March 27 & 28
 - o Census 2010 Committee will be placing census information of various tables at the event

Mayor Wimmer reported that the new Economic Development Director Sean Sullivan will start on March 4, 2010. Reported that the Arctic Plunge event takes place on March 6th. That this is a charity event and in previous years funds raised from the event were donated to the Isanti Fire District and Isanti County Rescue. Funds raised from this year's event are to be donated to the Cambridge and St. Francis Fire Departments and to Senior Dining.

J. Public Hearings. There were none.

K. Business

1. Resolution 2010-039, a Resolution Approving the Request from the Rum River BMX Association to Utilize City Services and Equipment

The Rum River BMX Association requested approximately one hour of City services and equipment to re-shape the track site.

Motion by Kennedy, second by Lorinser to approve Resolution No. 2010-039 as presented. Motion carried unanimously.

2. Resolution No. 2010-040, a Resolution Approving 2010 East Central Arts Council Grant

It was noted that the 2010 East Central Arts Council Grant is not a Police function and would the City be taking on additional liability to complete and submit a grant that would benefit the Isanti Area Chamber of Commerce and the Community Involvement Team. City Attorney Joslin stated that the City would not be the primary sponsors of the grant and did not see that there would be any extraordinary liability borne to the City.

Motion by Lorinser, second by Kennedy to approve Resolution No. 2010-040 as presented. Motion by Lorinser, second by Kennedy to amend the motion to include that the Isanti Area Chamber of Commerce is to be the fiscal agent for the grant. Motion carried unanimously.

3. Resolution No. 2010-041, a Resolution Authorizing Movement of Certain Funds, Designations of Fund Balances and Closing of Funds for 2009

Smith gave a staff report and reviewed the movement and closing of certain funds for the year 2009. The year end transfers, designation of funds and closing of funds were reviewed by the Finance Committee and were recommended for approval as follows: 1) \$.10 per 1,000 gallons of waste water flow for 2009 shall be placed in a reserve fund for the purpose of capital replacement of the wastewater treatment facility as provided for under the WIF guidelines. 2) Close Fund 428 – 2008 Street & Utility Improvement

Capital Project Fund to Fund 919 – 2008A Improvement Bond Debt Service Fund. This project has been completed and funds remaining in the capital project fund must be transferred to the debt service fund. 3) Write off an additional \$220.00 for escrow 505-20824, Villages on the Rum III Phase 4 and move funds from Fund 101 – General Fund. 4) Advance of \$73,222.82 from Fund 602 – Sewer Fund to Fund 101 General Fund, to be repaid over 10 years at 3.25% interest and to transfer \$73,222.82 from Fund 101 – General Fund to Fund 430 – 2009 Street Improvement Capital Project Fund that is for the 3rd Avenue NW project. Repayment will begin in 2010. 5) Transfer \$35,737.42 from Fund 601 – Sewer Fund and transfer \$35,737.41 from Fund 602 – Sewer Fund to Fund 431 – Deer Haven Improvement Capital Project Fund. Project is funded by special assessments which will be recorded and collected through Funds 601 and 602. 6) Transfer \$5,765.05 from Fund 601 – Water Fund to Fund 432 – Railroad Avenue Capital Project Fund.

Motion by Larson, second by Lorinser to approve Resolution No. 2010-041 as presented. Motion carried unanimously.

4. Resolution No. 2010-042, a Resolution Authorizing the Closing of a Fund for 2010

Smith gave a staff report and reviewed the closing of one fund for the year 2010. Fund 914, the 2001A GO Bond Debt Service Fund will be closed and the funds from this account will be moved to Fund 928, the 2009A Crossover Refunding Debt Service Fund.

Motion by Kennedy, second by Larson to approve Resolution No. 2010-042 as presented. Motion carried unanimously.

5. Resolution No. 2010-043, a Resolution Accepting the Sales and Use Tax Audit

Smith gave a staff report whereas a sales tax audit was conducted in January and the results of the audit were reviewed by the Finance Committee. Smith reported that the initial audit stated that additional tax owed to the State was \$24,000; Smith stated that she questioned some items within the audit and that these were removed and lowered the amount owed to \$15,990.67. The audit was for the period from July 1, 2006 through November 30, 2009.

Smith reviewed the areas of the audit whereas additional tax was owed and the major areas included water sales transaction that were not taxed; use tax not paid on purchases, use tax not paid on water consumption not billed and that this was based on the DNR Annual Report of Water Use.

Motion by Lorinser, second by Larson to approve Resolution No. 2010-043 as presented. Motion carried unanimously.

6. Resolution No. 2010-044, a Resolution Awarding Window Cleaning Services

Motion by Kennedy, second by Kolb to approve Resolution No. 2010-044 that awards the window cleaning services to Ole's Window Cleaning. Motion carried unanimously.

7. Resolution No. 2010-045, a Resolution Awarding Portable Toilet Services

Motion by Lorinser, second by Larson to approve Resolution No. 2010-045 that awards the portable toilet services to Jimmy's Johnnys, Inc. Motion carried unanimously.

8. Resolutions Awarding Animal Control Services

a. Resolution No. 2010-046, a Resolution Awarding Dog Catching Services

b. Resolution No. 2010-047, a Resolution Awarding Board and Room Services

Motion by Larson, second by Lorinser to approve Resolution No. 2010-046 and Resolution No. 2010-047 that awards dog catching services and kennel services respectively to Marlene Skinner, Countryside Animal Impound. Motion carried unanimously.

9. County Road 5 Lift Station and Forcemain Design Options

DeWolf reviewed design modification of the forcemain for the County Road 5 Lift Station that runs to Main Street. The design modification would allow for the house located at 236 E. Broadway Street that was recently purchased by the City to be temporarily maintained. There would be no additional cost to the City for the design modifications.

Motion by Kennedy, second by Larson to direct the City Engineer to move forward with the design modifications for the forcemain as presented. Motion carried unanimously.

10. 236 E Broadway House Rental Option

Lorsung gave a staff report whereas the revised forcemain design/approach to the County Road 5 Lift Station Improvement would allow any work on the recently purchased property at 236 E. Broadway to wait until the spring of 2011. That the City Council may wish to consider rental of the property until the time that it is needed for the project. If the City Council desires to move forward with this option, the Development Advisory Committee could work with staff to structure rental conditions and a draft agreement. This would be brought back to the City Council for consideration.

Motion by Kennedy, second by Lorinser to direct staff to structure the conditions for rental of the 236 E. Broadway Street property and put together a draft agreement for Council consideration at a future meeting. Motion carried unanimously.

11. Resolution No. 2010-048, a Resolution Authorizing City Staff to Purchase the Materials Necessary for the Construction and Placement of Message Centers within Bluebird Park and Mattson Park

Lorsung gave a staff report whereas costs were obtained for the purchase of materials for the construction of message centers at Bluebird and Mattson Parks. The message centers are proposed to be built by Building Official Sames.

Motion by Kennedy, second by Larson to approve Resolution No. 2010-048 as presented. Motion carried unanimously.

12. Resolution No. 2010-049, a Resolution Authorizing Advertising to Fill Two Public Works Maintenance Positions

Motion by Kennedy, second by Larson to approve Resolution No. 2010-049 as presented. Motion carried unanimously.

L. Consent Agenda

1. Consider Accounts Payable in the Amounts of \$122,312.84 and Payroll in the Amount of \$65,146.97

2. Approval of January 26, 2009 Park and Recreation Board Minutes
3. Approval of January 26, 2009 EDA Minutes
4. **Resolution No. 2010-050**, a Resolution Approving the Renewal of the Accident Plan Insurance Coverage for City Volunteers
5. **Resolution No. 2010-051**, a Resolution Approving Pawnshop License to Northern Pawn, Inc.
6. **Resolution No. 2010-052**, a Resolution Approving Renewal of Consumption and Display Permit to the Isanti Lions Club
7. Resolutions Approving On-Sale and Sunday Liquor License Renewals to the following:
 - a. **Resolution No. 2010-053**, a Resolution Approving On-Sale and Sunday Liquor License Renewal to Junction Bowl/Whistle Stop Bar & Grill
 - b. **Resolution No. 2010-054**, Resolution Approving On-Sale and Sunday Liquor License Renewal to a Rum River VFW Post 2735
 - c. **Resolution No. 2010-055**, a Resolution Approving On-Sale and Sunday Liquor License Renewal to Wintergreens Golf & Grill
8. **Resolution No. 2010-056**, a Resolution Approving 3.2 Beer and Sunday License Renewal to Sanbrook Golf Course
9. Resolutions Relating to the Bike-Walk Trail Connecting Isanti and Cambridge:
 - a. **Resolution No. 2010-057**, a Resolution of Support for the Local Trail Connection Program Application Submittal for the Bike-Walk Trail Connecting Isanti and Cambridge
 - b. **Resolution No. 2010-058**, a Resolution of Support for the Federal Recreational Trail Program Application Submittal for the Bike-Walk Trail Connecting Isanti and Cambridge
10. **Resolution No. 2010-059**, a Resolution Authorizing Anna Svenkeson, Jenna Olson, and Sean Kabes to Work with the Police Department on a College Approved Project
11. **Resolution No. 2010-060**, a Resolution Amending the 'Use of Fire Arms' Policy for the Police Department
12. **Resolution No. 2010-061**, a Resolution Approving Neighborhood Stabilization Program Items
13. **Resolution No. 2010-062**, a Resolution Declining the Request for Participation in the Greater Minnesota Regional Parks and Trails Organization

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

Adjournment

Motion by Kennedy, second by Larson to adjourn. Motion passed unanimously. Meeting adjourned at 7:23 p.m.

Respectfully Submitted,

Irene J. Bauer
Assistant City Administrator/City Clerk