

**MINUTES
CITY OF ISANTI
CITY COUNCIL
May 21, 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, Police Lieutenant Gene Hill, Economic Development Director Sean Sullivan, Planning and Parks Director Lisa Wilson and Assistant City Engineer Jason Cook

D. Adopt Agenda

1. Addendum:

Add New K.3 Resolution Authorizing to Purchase and Install an Adaptive Swing in Bluebird Park

Renumber Remaining Items K.4 through K.9

Motion by Larson, second by Johnson 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 Lundeen, second by Johnson to approve the minutes of the May 7, 2013 regular meeting of the City Council. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

Announcements were read.

I. Council Committee Reports

Councilor Larson reported on:

- **Isanti Area Fire District**
 - Duty Crews
 - Audit

- **Friends of the Isanti Area Library**
 - Awareness Committee
 - Parade
- **Community Education**
 - By-laws update
- **GPS 45:93/ East Central Regional Development Commission**
 - Financial Summit
- **Upcoming Events**
 - Mayor's Employer Luncheon
 - Safety Camp
 - Take a Kid Fishing Day
 - ATV Training

Mayor Wimmer noted that a letter will be sent out to the townships calling a meeting for discussion in regards to ongoing issues with the Fire District. The Mayor and Councilor Larson will be at the meeting. The meeting is set to take place on June 11, 2013 at 11:00 a.m. This meeting is open to everyone. An open meeting posting will go out, to comply with open meeting law, so all Councilmembers are welcome to attend. This meeting will not be for public comment; it will be solely discussion from the designated representatives.

Mayor Wimmer announced that the first Farmers Market will take place on June 1, 2013. The City is still looking for more vendors to participate.

Mayor Wimmer stated he wants to have the Police Reserves patrolling through City Parks again. This was done in the past and he would like this to be implemented on an annual basis. Individuals had contacted him about troublemakers at the parks; some individuals are even afraid to go to the parks because of the troublemakers.

Lieutenant Hill stated that in chapter 230 of the City Code, with permission from the City Administrator, the Police can exclude troublemakers from the park indefinitely. Mayor Wimmer directed Joslin and Loring to work together with Hill to resolve this issue.

J. Public Hearings

None.

K. Business Items

1. Resolution 2013-088 Approving a Special Event Application for the Cambridge-Isanti Soccer Club

Mayor Wimmer asked if all of the parking was worked out for this event, as this would be held in conjunction with the rodeo/Jubilee Days. John Kinsey, president of the soccer club, noted they will try to move the traffic to the north. Mayor Wimmer noted to keep the communication open with the rodeo. Kinsey confirmed he would and added that he will talk to the Police Department to see what the soccer club can and cannot do in regards to directing traffic and signs.

Motion by Larson, second by Lundeen to approve Resolution No. 2013-088 as presented.
Motion carried unanimously.

2. Staffing of New Positions and Transition of Park and Recreation Board to Parks, Recreation, and Culture Board

- a. **Resolution 2013-089 Authorizing Staff to Bring Utility Billing and the Operations of the Community Center In-House and Approving Two Positions**
- b. **Ordinance 552 Amending the Code for the City of Isanti, Chapter 7, City Council, Article 1 Advisory Boards and Article III Rules of Organization**

Mayor Wimmer reported that as discussed at the last City Council meeting, the City was looking into adding additional staff at City Hall so utility billing and scheduling of the community center and other events could be brought in-house. One of the questions the Council had asked at the previous meeting was how would the City fund these new positions. Mayor Wimmer explained that annually around:

- \$8,000 is received from the Unity Park Ball Field/Community Center in fees
- \$5,500 the City pays the Lions for cleaning services and scheduling at the Community Center
- \$40,000 is paid to OPUS
- \$18,000 of time is consumed in soft costs from the Receptionist/Utility Clerk and Finance Director continuously working with OPUS on troubleshooting and corrections.

This totals \$71,500 available to fund new staffing if these services are brought in-house. Mayor Wimmer noted this is more than what would be needed to cover the proposed positions. The proposed full-time utility billing salary range would be around \$32,000 - \$39,000 annually, and the part-time community events and parks position would have a salary range around \$13,500-\$17,000 annually. Mayor Wimmer stated he is looking at implementing the utility billing position upon an agreement with OPUS to phase out their services. Mayor Wimmer added he would like to see a transition from the intern to the part-time community events and parks position towards the end of the summer.

Motion by Johnson, second by Larson to approve Resolution No. 2013-089 and Ordinance No. 552 as presented. Motion carried unanimously.

3. Resolution 2013-090 Authorizing to Purchase and Install an Adaptive Swing in Bluebird Park

Mayor Wimmer stated that several individuals within the community have children that need an adaptive swing within the parks. Currently there are no adaptive swings. Adaptive swings are for special needs children and cost around \$600. These swings have special harnesses that keep children in place while they swing. These harnesses have been known to be a commonly stolen item at parks; however, some individuals have stated they would buy their own harness for the swing. Mayor Wimmer stated he would like to purchase an adaptive swing and harness for Bluebird Park. The harness would not be on the swing, but those who need the harness would have the ability to check-out the harness.

There was discussion on the long-term capital replacement plan and installing adaptive swings at all parks. Bluebird Park would be the only park to have this swing installed for now as it is the most heavily used park.

Motion by Larson, second by Lundeen to approve Resolution No. 2013-090 as presented, in an amount not to exceed \$600. Motion carried unanimously.

4. Resolution 2013-091 Approving the Interim Use Permit as Requested by Minnco Credit Union to Permit Temporary Motor Vehicle Sales on the Properties Located at 309 and 3011 Credit Union Drive NE

Motion by Larson, second by Lundeen to approve Resolution No. 2013-091 as presented.
Motion carried unanimously.

5. Resolution 2013-092 Approving the Interim Use Permit as Requested by the City of Isanti to Permit a Farmer's Market on the Property Located at 18 Broadway St SW (Eagle Park)

Motion by Johnson, second by Lundeen to approve Resolution No. 2013-092 as presented.
Motion carried unanimously.

6. Resolution 2013-093 Approving a Request from the Isanti Fireman's Rodeo Association to Close Unity Park Ball Field and Place Signage Indicating Such Closure for July 12th and 13th and for Use of the Bleachers Located in Unity Park at the Rodeo Grounds

Motion by Johnson, second by Lundeen to approve Resolution No. 2013-093 as presented.
Motion carried unanimously.

7. Resolution 2013-094 Authorizing Revolving Loan Fund Agreement with Isanti Parkway Center, LLC

Mayor Wimmer noted that this business will be very beneficial for the City.

Motion by Collison, second by Larson to approve Resolution No. 2013-094 as presented.
Motion carried unanimously.

8. Proposed 2014 Budget Calendar

Mayor Wimmer noted the work sessions will be held in the evenings so everyone on the Council will be able to attend.

Motion by Larson, second by Lundeen to approve the 2014 budget calendar as presented.
Motion carried unanimously.

9. Request to Authorize the Isanti Police Department to Help Sponsor Take a Kid Fishing Day

Motion by Lundeen, second by Collison to authorize the Police Department to sponsor Take a Kid Fishing Day as presented. Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$246,114.17 and Payroll in the Amount of \$74,058.03
2. Final Minutes of the April 9, 2013 Planning Commission Meeting

3. **Resolution 2013-095** Authorizing All Public Works Employees to Attain Pesticide Licenses
4. **Resolution 2013-096** Approving a Temporary On-Sale Liquor License for the Isanti Fire Fighters Rodeo
5. **Resolution 2013-097** Authorizing City Staff to Sign a Disclaimer for Tom Tom North America, Inc. to Use City Map Information to Update Geographic Elements Missing and/or Make Necessary Changes to Their Database
6. **Resolution 2013-098** Approving Hire of Holly Buboltz for the Community Events Planning/Marketing Internship
7. **Resolution 2013-099** Approving the Placement of Seating Areas (Benches) on the Public Sidewalk Adjacent to Properties Located at 29 Main Street W and 33 Main Street W
8. **Resolution 2013-100** Authorizing Decertification of TIF District No. 8
9. Request for Isanti Police Reserve Presence at the 'Fire on Rum' Event

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

Adjournment

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

Meeting adjourned at 7:17 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk