

**MINUTES
CITY OF ISANTI
CITY COUNCIL
July 5, 2011
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 Don Lorsung, Assistant City Administrator/City Clerk Irene Bauer, City Attorney Clark Joslin, Finance Director Kristi Smith, Economic Development Director Sean Sullivan, Police Chief Ron Sager, and City Engineer Brad DeWolf

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

E. Proclamations/Commendations/Certificate Awards.

1. Mayor's June Great Yard Awards

Mayor Wimmer announced the winners of the Mayor's June Great Yard Awards as follows:

| | |
|-----------------------|---------------------------------|
| 1 st Place | Jessica and Steven A. Snow, Jr. |
| 2 nd Place | Jeffrey D. Strom |
| 3 rd Place | Brian and Dawn Arends |

The following are the prize providers of the awards:

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|--|
| 1 st Place Prize - \$100 - Hutchins Dental |
| 2 nd Place Prize - \$ 50 – Startac Construction, Inc. |
| 3 rd Place Prize - \$ 25 – KJD Signs |

F. Approve Minutes

Motion by Kennedy, second by Lundeen to approve the minutes of the June 21, 2011 City Council meeting. Motion carried unanimously.

G. Citizens Input.

H. Announcements - Announcements were read.

I. Council Committee Reports

Councilor Larson reported on the following meetings she had attended:

- ECRDC
 - o Annual Meeting
 - Approved work plan and budget

- Approved Revolving Loan Fund
 - Awarded a 3 year EDA grant
- 6 County Public Health Emergency Planning Practice
 - Took part in the activity with Fire District employee Al Jankovich
- Arena Board
 - Ice Time
- DEED
 - Article on Commuting to Work – the Long and Short of it
 - Isanti County commute is 33.2 minutes
- Isanti Area Chamber of Commerce – Rodeo Association Events
 - Parade
 - Rodeo Events
 - Community Picnic
 - Kids Day
 - Ambassador Coronation

Mayor Wimmer announced:

- Recognize Brent Hutchins from Hutchens Dental who donated the award for the 1st place Great Yard Award
- Commended Public Works employees for coming in to do clean up from the week end storm
 - Compost site is open for brush from storm clean up
- A recommendation has been made to hire a Human Resources/Deputy City Clerk that will assume many of the duties of the Assistant City Administrator/City Clerk position; the candidate will start on July 18th.

J. Public Hearings

There were none.

K. Business

1. Park & Recreation Board Member Interview

a. Resolution No. 2011-144, a Resolution to Fill the Vacant Park & Recreation Board Vacant Seat

One application was received for the vacant Park and Recreation Board seat. Said application was from Ms. Kimberly Horst; Ms. Horst was unable to be present for an interview.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2011-144 appointing Ms. Horst to fill the vacant Park and Recreation Board seat. Motion carried unanimously.

2. Special Event Request – Gail Genin

a. Resolution No. 2011-145, a Resolution Approving Special Event Application to Gail Genin on Behalf of the Vietnam Vet's Chapter #684 and Approving Request for City Assistance

Motion by Lorinser, second by Kennedy to approve Resolution No. 2011-145 as presented. Motion carried unanimously.

3. Resolution No. 2011-146, a Resolution Approving General Lease for 236 Broadway Street SE

Sullivan gave an update to his staff memo stating that he has interviewed the party who made application to lease the 236 Broadway Street SE property. The deposit and first months rent have been received; and the background and credit checks have been completed and have met the requirements for renting the property. Sullivan stated that the applicants have requested if they can start moving in some of their possessions prior to taking occupancy on Friday, July 8th.

Motion by Kennedy, second by Larson to approve Resolution No. 2011-146 as presented and to permit the applicants to start moving in their possessions prior to July 8th. Motion carried unanimously.

4. Resolution No. 2011-147, a Resolution Accepting Shovel Ready Certification Quote from the City Engineer and Authorization to Proceed

Motion by Larson, second by Kennedy to approve Resolution No. 2011-147 as presented. Motion carried unanimously.

5. Resolution No. 2011-148, a Resolution Approving Lease Agreement and Operating Policy Between the City of Isanti and the Rum River BMX Association for the BMX Track

Motion by Kennedy, second by Lundeen to approve Resolution No. 2011-148 as presented. Motion carried unanimously.

6. Resolution No. 2011-149, a Resolution Approving Quote from KJD Signs for Bike/Walk Trail Sign and Repair of Park Sign at Rum River Meadows

Lorinser noted one quote had been received and questioned if other quotes had been obtained. It was noted that just one quote had been obtained. Sullivan stated that he would like Council to indicate which size sign to purchase as a part of their motion.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2011-149 for the purchase of a 4' x 4' Bike/Walk Trail sign and repair of a park sign at Rum River Meadows Park. Motion carried unanimously.

7. Resolution No. 2011-150, a Resolution Awarding Bid for the 2011 Street & Utility Improvement Project

DeWolf gave a staff report whereas seven bids were received and opened on July 1, 2011 for the 2011 Street & Utility Improvement project. Redstone Construction came in with the lowest bid in the amount of \$952,142.51 and the amount is \$55,000 below the engineer's estimate.

Motion by Kennedy, second by Lorinser to approve Resolution No. 2011-150 awarding the bid for the 2011 Street & Utility Improvement project to Redstone Construction in the amount of \$952,142.51.

There was discussion on the Minnesota State Aid for Streets funding and how receiving those funds will affect the project due to the current State shutdown. DeWolf stated that these funds are constitutionally gas tax funds and will always be there; that they will be received when the State re-opens.

Smith stated that in the interim funding for the project will be available from the bonding funds received for the project.

Motion carried unanimously.

8. Resolution No. 2011-151, a Resolution Approving the Plans and Specifications for the 2011 Bluebird Park Performance Center Project and Ordering Advertisement for Bids

DeWolf gave a staff report whereas the Park Board at their meeting of June 28th reviewed three concept alternatives for the orientation of the proposed Performance Center for Bluebird Park. The Park Board recommended Alternative 3, orienting the building so the band shell is facing southeast toward the park, and positioned fairly tight to the sloped road embankments off of 3rd Avenue and Isanti Parkway.

Mayor Wimmer stated that the funds for the construction of the Performance Center will come from the Park Dedication funds received; that Park Dedication funds can only be used for new development of trails or new structures for park sites.

Motion by Kennedy, second by Larson to approve Resolution No. 2011-151 as presented. Motion carried unanimously.

9. Resolution No. 2011-152, a Resolution Authorizing Funding to Connect the N-DEx to the Server

Sager gave a staff report whereas the Police Department had been chosen as a pilot project for the National FBI N-DEx program and that there was no cost for the project. However, there is a need to access the Isanti County Sheriff's Office server in order to use the system, and the cost to access this server is \$200.00.

Motion by Kennedy, second by Larson to approve Resolution No. 2011-152 as presented. Motion carried unanimously.

10. Resolution No. 2011-153, a Resolution Approving the Isanti Area Chamber of Commerce Request to Use Electrical Service for Jubilee Day Events

Motion by Lorinser, second by Lundeen to approve Resolution No. 2011-153 as presented. Motion carried unanimously.

L. Consent Agenda

1. Approval of R.L. Larson Excavating, Inc. Pay Estimate No. 5 in the amount of \$29,000.84 for Work Completed on the 2010 Railroad Avenue Improvements Project
2. Consider Accounts Payable in the Amounts of \$145,680.27; Payroll in the Amount of \$68,576.41, and Supplemental Health Stipend in the Amount of \$21,966.98
3. Approval of May 24, 2011 Park and Recreation Board Minutes
4. Approval of April 26, 2011 EDA Minutes
5. **Resolution No. 2011-154**, a Resolution Approving Amended Job Descriptions and Job Titles
6. **Resolution No. 2011-155**, a Resolution to Terminate Part Time Clerk Pam Fritz's Employment with the City of Isanti

7. **Resolution No. 2011-156**, a Resolution Offering the Position of Part Time Clerk III Position to Mr. Robert Foss
8. **Resolution No. 2011-157**, a Resolution Offering the Position of Part Time Clerk III Position to Ms. Angela Perkins
9. **Resolution No. 2011-158**, a Resolution Offering the Position of Human Resources/Deputy City Clerk to Ms. Karissa Henning
10. Resolutions Approving Mutual Aid Agreements
 - a. **Resolution No. 2011-159**, a Resolution Approving Mutual Aid Agreement Between the City of Isanti and the County of Isanti for the Sharing of Equipment and Personnel Resources
 - b. **Resolution No. 2011-160**, a Resolution Approving a Mutual Aid Agreement Between the City of Isanti and the City of Braham for the Sharing of Equipment and Personnel Resources

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

Adjournment

Motion by Lorinser, second by Kennedy to adjourn. Motion passed unanimously. Meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Irene J. Bauer
Assistant City Administrator/City Clerk