

**MINUTES
CITY OF ISANTI
CITY COUNCIL
September 17, 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, Finance Director Sarah Cotton, Police Officer Dan Vandenheuvel, Economic Development Director Sean Sullivan, Planning and Parks Director Lisa Wilson and City Engineer Brad DeWolf

D. Adopt Agenda

1. Addendum:

Remove K.2 Discussion Regarding Planning and Parks Director Position
Renumber Remaining Items K.2 - K.6

Remove L.9 Resolution Accepting Resignation of Lisa Wilson, Planning and Parks Director
Renumber Remaining Items L.9 - L. 10

Add New L.11 Resolution Approving the Rental Information, Rental Application and Checkout Forms for the Isanti Community Center

Motion by Larson, second by Lundeen 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 Johnson, second by Lundeen to approve the minutes of the September 3, 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:

- **Highway 65 Coalition**
 - Next meeting at Isanti City Hall, Council Chambers
- **Isanti Community Center Task Force**
 - Goals
 - Continuing to gather petition signatures
- **Upcoming Events**

J. Public Hearings

None.

K. Business Items

1. Introduction of School District Superintendent

Mayor Wimmer introduced the new Superintendent for the Cambridge-Isanti School District, Dr. Ray Queener. Dr. Queener was an Assistant Superintendent for over ten years with the Stillwater School District. Dr. Queener thanked the Council for their time and stated that he looks forward to the collaboration between the City of Isanti and the School District.

2. Discussion Regarding the Community Center

Mayor Wimmer stated he wanted to bring the City Council up to speed on where the Community Center is at. Mayor Wimmer indicated that a new rental agreement for the Community Center has been placed on the current (9/17/2013) Council agenda for approval. Mayor Wimmer reported that the Community Center phone line has a forwarder on it so it rings directly to City Hall for reservations, and a new phone line will be placed in the Community Center for emergencies - in case someone needs to call 911. Mayor Wimmer noted that the scheduling and cleaning of the Community Center has been brought in-house. Mayor Wimmer noted the equipment that is in the Community Center is all still owned by the Lions. Mayor Wimmer indicated staff will be working on a capital replacement plan for the equipment (tables, chairs, stove, etc.) so the Council can see the costs of that as well.

In regards to those paying for use of the Community Center, Mayor Wimmer stated he has heard from the exercise groups and the Boy Scouts, that they do not want to pay the \$25 per month charge for the facility. Mayor Wimmer noted that the Boy Scouts only have two more meetings scheduled at the Isanti Community Center. Mayor Wimmer stated he has heard from the Blood Drive and that they will pay the fee. Mayor Wimmer noted the City is still waiting to hear from the Seniors.

Mayor Wimmer stated there had been a question regarding where the money that is being raised for the Community Center is going. Mayor Wimmer stated the money that is being raised is for capital to help out the groups that use the facility. Mayor Wimmer gave the example of him doing the Artic Plunge (which generates around \$1,500 - \$2,000 a year) and him giving that money to the seniors for Senior Dining.

Mayor Wimmer made comment that staff is working on getting all of the Community Center functions completely transferred over. Mayor Wimmer stated the Lions will be paid through October and that staff is still going through and learning new things about the Community Center. Mayor Wimmer mentioned the new Community Events and Parks Coordinator seems to be doing a good job with the Community Center.

Mayor Wimmer stated that one of the goals of the Community Center should be to develop more youth programs and try to get the youth more involved in the Community Center. Mayor Wimmer believes getting youth involved will be an important factor in whether or not the Community Center will succeed.

Mayor Wimmer stated the path that the Community Center was on was not going to work. Mayor Wimmer noted that the next year, 2014, can make the Community Center very impactful in a lot of peoples' lives.

Mayor Wimmer explained that one of the ideas behind charging a fee to use the Community Center was to counteract the referendum voted on last fall - in that this shows that those who believe the Community Center is valuable are willing to pay. Mayor Wimmer noted that the Council voted as a whole on charging a usage fee for the Community Center to everyone.

Mayor Wimmer mentioned he hopes the 2014 fundraisers are even more successful. Mayor Wimmer stated the need for everyone to stay focused on where the Community Center is going in order for it to be successful. Mayor Wimmer believes it can be successful and is excited about the idea of getting things moving and used. Mayor Wimmer noted with more fundraising, the Community Center will have more dollars that can go towards capital replacements and that the capital replacement plans would then be looked at in the next two to three budget cycles.

Mayor Wimmer said by the end of October staff should know where the groups are at in regards to using the Community Center and that Council will be updated at that time.

Larson asked about the fee structure for those using the Community Center. Mayor Wimmer noted that for most entities using it once or twice a month would pay \$25. The Seniors will be paying \$50 a month because they use the Community Center four to five days a week. The Lions would pay \$150 because of their high usage of the Community Center.

Collison noted that the Boy Scouts had a question regarding the \$25 a month fee. Collison continued that they were under the understanding that they would have to pay \$25 a month whether or not they were using the Community Center. Mayor Wimmer stated no, the Boy Scouts would not be charged for the months they would not be using the Community Center. Mayor Wimmer continued that he believes the Boy Scouts would be paying a \$75 a month difference. Mayor Wimmer noted the Boy Scouts had submitted a list of questions and that the City had answered all of the questions; he believes they stated they wanted to use their money for equipment.

3. Discussion Regarding Consideration of Veteran's Preference Policy for Large Contracts

Mayor Wimmer stated he would like the Council to consider creating a veteran's preference policy for larger contracts bid with the City of Isanti. Mayor Wimmer indicated he thought a 3% preference would be nice to give to veterans on contracts bid over \$100,000. Cities can give anywhere from a 0-6% preference to veterans. Mayor Wimmer reported that the way the City would fairly award points to the veterans would be to use the current list the Veteran Affairs (VA) Office has up. Veterans would be responsible for making sure their name is on the Veteran contractors list in order to receive preference on bids.

Alan Duff presented to the Council the benefits of veterans' preference given to those bidding contracts and that a large number of veterans hold contracting businesses.

Motion by Lundeen, second by Johnson to approve the concept of giving veterans a 3% preference for those bidding contracts of \$100,000 or more. Motion carried unanimously. Staff will prepare the policy for Council consideration.

4. Resolution 2013-190 Authorizing the Establishment of a Storm Water Drainage Utility

Mayor Wimmer stated this is being done because of State standards being put in place. Mayor Wimmer continued that by making this utility a fee versus a tax, the money collected can only go towards the costs of the utility. Mayor Wimmer noted most residents will pay around \$6 a month. This would go into effect in January 2014.

Motion by Johnson, second by Lundeen to approve Resolution No. 2013-190 as presented. Motion carried unanimously.

5. Ordinance 564 Amending Ordinance No. 445 Zoning; Section 6 Residential Districts; Section 13 Use Regulations, Article 4 Accessory Buildings, Structures, and Uses; Section 15 Fencing, Screening, and Landscaping; and Section 17 Off-Street Parking and Loading to Require Zoning Permits

a. **Ordinance 565 Amending the Code of the City Of Isanti, Chapter 160 Fees**

b. **Resolution 2013-191 Adopting Fees Within the City of Isanti**

Wilson reported that this will allow staff to work with residents ahead of time to make sure all zoning requirements are met before building.

Motion by Larson, second by Johnson to approve Ordinance No. 564, Ordinance No. 565 and Resolution No. 2013-191 as presented. Motion carried unanimously.

6. Resolution 2013-192 Approving an Amendment to the Conditional Use Permit (CUP) as Requested by Pete Gruel, on Behalf of Marla Properties LLC to Allow for Outdoor Storage on the Property Located at 425 E Dual Blvd NE

Motion by Lundeen, second by Larson to approve Resolution No. 2013-192 as presented.
Motion carried unanimously.

L. Approve Consent Agenda

1. Consider Accounts Payable in the Amount of \$219,867.22 and Payroll in the Amount of \$76,986.17
2. 2013 Railroad Avenue & Walk Improvements Pay Estimate No. 2 in the Amount of \$201,135.14
3. Final Minutes of the August 13, 2013 Planning Commission Meeting
4. **Resolution 2013-193** to Approve an Exempt Gambling Permit for North Branch Area Education Foundation
5. **Resolution 2013-194** to Approve an Exempt Gambling Permit for St. Elizabeth Catholic Church
6. Request to Allow Donations for the MMBA Food Drive at the Isanti Liquor Store
7. **Resolution 2013-195** Clarifying the Job Duties of a Lead Maintenance Worker in the Absence of the Public Works Director and Approving a Lead Maintenance Worker Job Description
8. **Resolution 2013-196** Authorizing Execution of Agreement for the Isanti Police Department Safe and Sober Grant
9. Approval of Specifications for Mechanical and Plumbing Services
10. **Resolution 2013-197** Amending the Terms of Loan From City Revolving Loan Fund with JAC Properties, LLC
11. **Resolution 2013-198** Approving Rental Information, Application and Checkout Forms for the Community Center

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

Adjournment

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

Meeting adjourned at 7:44 p.m.

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk