

**MINUTES  
CITY OF ISANTI  
CITY COUNCIL  
September 2, 2008**

Mayor Wimmer called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor George Wimmer, Council Members Alan Duff, Ralph Johnson, Jeffery Kolb, and Sue Larson.

Members Absent: None.

Staff Present: City Administrator Don Lorsung, Assistant City Administrator/City Clerk Irene Bauer, City Attorney Clark Joslin, Community Development Director Carla Vita, Finance Director Rita Pierce, and City Engineer Brad DeWolf.

Motion by Larson, second by Kolb to approve the agenda as amended. Motion carried unanimously.

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

**1. Mayor's Presentation of Great Yard Awards for the Month of August**

The first and second place winners of the Great Yard Award for the month of August were not present and were as follows:

1<sup>st</sup> Place: Brian Owens

2<sup>nd</sup> Place: Gabrielle and Scott Nelson

Mayor Wimmer presented the third place winner of the August Great Yard Award to Jerry Vincent.

**F. Approve Minutes**

Motion by Duff, second by Larson to approve the August 19, 2008 Special Budget meeting, Regular meeting, and Closed meeting minutes as presented. Motion carried unanimously.

**G. Citizens Input**

There was none.

**H. Announcements**

Announcements were read.

**I. Council Committee Reports**

Councilmember Larson reported on the following meetings she had attended:

- ICP
- Business-Industrial Subcommittee

- Ice Arena Board
- Highway 65 Coalition
- Community Involvement Team

Councilmember Johnson reported on the Fire Board meeting he had attended.

Councilmember Duff reported the Public Works Committee had met and an item from that meeting is on the agenda for Council consideration.

**J. PUBLIC HEARINGS:** There were none.

**K. BUSINESS ITEMS:**

**Community Development Director Carla Vita**

**1. Resolution No. 2008-223, a Resolution Authorizing Mr. Lorsung to Sign the Outdoor Lighting Agreement Proposal / Fee Statement and Energy and Maintenance Agreement Allowing for the Placement of an Outdoor Lighting System within Riverside Park and Authorizing the use of Park Dedication Funds for the Systems Installation**

Vita gave a staff report whereas a temporary safety light was installed in Riverside Park in 2007. The Park and Recreation Board met on August 16, 2008 and recommended approval of the cost in the amount of \$2,081 and location for the installation of a permanent safety light. Funding for the project will come from the Park Dedication Funds.

Motion by Johnson, second by Larson to approve Resolution No. 2008-223 as presented. Motion carried unanimously.

**2. Resolution No. 2008-224, a Resolution Directing Staff to Prepare the Safe Routes to School Grant**

Vita gave a staff report whereas staff received notification from the Minnesota Safe Routes to School Coordinator that applications for the 2009 Safe Routes to School Grant must be received by November 21, 2008.

The Park and Recreation Board met on August 16, 2008 and recommended that the City apply for the upcoming 2009 Safe Routes to School Grant; and should the City be awarded the grant, the grant funds would be used for the installation of sidewalks along CSAH 5.

Motion by Johnson, second by Larson to approve Resolution No. 2008-224 as presented. Motion carried unanimously.

**3. Consider Authorizing the Allocation of 2009 Budget Funds to the Rum River BMX Association**

Vita gave a staff report whereas at the August 26, 2008 Park and Recreation Board meeting, Kevin Riedemann representing the Rum River BMX Association made a request for funds, a Letter of Support from the City of Isanti for an upcoming bid

application for the 2009 Land O' Lakes BMX event, and improvements to the property to eliminate a drainage issue on the BMX site.

The funds requested from the City would be used to aid in improvements to the track that consist of the placement of bituminous on three corners of the track. The total estimated cost of the project is \$9,000 and the BMX Association requested \$6,000 towards this project.

There was general discussion on the funding request. It was stated that there are currently no funds available within the 2008 Parks budget, however, the preliminary 2009 budget provides for \$5,000 that organizations may request for their group, contingent that this is approved as a part of the adoption of the final 2009 budget. The current policy of the Park and Recreation Board is that an organization or group may not request more than 20% of the budgeted funds.

Reideman addressed the drainage issue on the site. City Engineer DeWolf stated he will be meeting with the BMX organization to review the drainage issue on site on September 9<sup>th</sup>.

Motion by Larson, second by Duff to approve a letter of support for the 2009 Land O' Lakes BMX race to be hosted by the Rum River BMX Association. Motion carried unanimously.

There was no action on the request for funds.

**4. Resolution No. 2008-225, a Resolution Authorizing TIF De-Certification Funds to be Designated in the General Fund for a Park and Ride**

Vita gave a staff report whereas in May, 2008 Council approved the de-certification of TIF District 5 (Babinski Apartments). The current TIF District 5 fund balance must be returned to the County Auditor and those funds are then redistributed to the taxing jurisdictions in their proportionate share. The funds that the City will receive back will be approximately \$25,100.

The EDA met on August 26, 2008 and recommended that the funds received from the de-certification of TIF District 5 are retained in a fund for a future 'Park and Ride' in the downtown area.

Motion by Larson, second by Duff to approved Resolution No. 2008-225 as presented. Motion carried unanimously.

**5. Resolutions Relating to the 2009 Preliminary Budget and Establishing Truth-in-Taxation Public Hearing Dates**

Pierce reviewed the changes that were made to the 2009 Preliminary Budget based on action at previous Special Budget meetings.

Pierce reviewed the three 2009 Preliminary Budget scenarios and the resulting tax levies and tax rates for each of the scenarios. Pierce stated that in each scenario the tax levy is less than the maximum allowed by the State for levy limits.

There was discussion to use Technology Funds for technology equipment for the Administration and Police Departments for a total of \$14,245, as had been discussed in past Special Budget meetings.

Mayor Wimmer stated the Police Department proposed the elimination of one part-time position within their 2009 Preliminary Budget. Wimmer stated he feels the Administrative Assistant position is no longer needed because of the decrease in growth in the City and consequently a decrease in the demand for staff time and proposed that the position be eliminated

There was review of the need of the Administrative Assistant position and Staff provided input as to the importance of the position and the duties that position provides for the Administration Department and the Community Development Department.

Wimmer stated the City's expenditures have exceeded an amount that can be supported based on its tax base. Wimmer gave examples of area cities that included North Branch, Cambridge, Ham Lake, and East Bethel and how their budgets compare to their tax base.

Johnson stated he would like to see more funds available for miscellaneous donations; that the \$5,000 proposed is not enough. He expressed that organizations like the Friends of the Library have already requested a \$5,000 donation for year 2009. There was general discussion of where additional funds would come from in order to increase this line item.

With the use of the Technology Funds and the cutting of the Administrative Assistant position, the proposed 2009 Preliminary budget would decrease by 3 percent and the proposed estimated 2009 tax rate would be 55.51 percent compared to 59.886 percent for year 2008.

**a. Resolution No. 2008-226, a Resolution Approving the Preliminary 2009 Budget**

Motion by Kolb, second by Duff to approve Resolution No. 2008-266 that approved the 2009 Preliminary Budget based on technology equipment in the amount of \$14,245 shall be funded from the Technology Fund and the elimination of the Administrative Assistant position. Motion carried unanimously.

**b. Resolution No. 2008-227, a Resolution Approving the Preliminary 2008 Tax Levy Collectible in 2009**

Motion by Kolb, second by Duff to Approve Resolution No. 2008-277 based on the amendments made to the 2009 Preliminary Budget. Motion carried unanimously.

**c. Resolution No. 2008-228, a Resolution Setting Truth-in-Taxation Hearing Dates**

Motion by Larson, second by Duff to approve Resolution No. 2008-228 that sets the Truth-in-Taxation hearing dates for Tuesday, December 2, 2008 at 6:00 p.m. and the Continuation Hearing if needed for Tuesday, December 16, 2008 at 6:00 p.m. Motion carried unanimously.

**6. Resolution No. 2008-229, a Resolution Approving Low Quote to Move Hydrant**

DeWolf gave a staff report whereas a request was received from Isanti County to relocate a hydrant that is in the clear zone and is located in the SW corner of the intersection of CSAH 5 and 8<sup>th</sup> Avenue. Three quotes were received to move the hydrant with the lowest quote from C & L Excavating in the amount of \$2,980.00.

Motion by Johnson, second by Duff to approve Resolution No. 2009-229 that awards the low quote to C & L Excavating in the amount of \$2,980 to move the hydrant 6 feet south of its existing CSAH 5 and 8<sup>th</sup> Avenue location. Motion carried unanimously.

**7. Ordinance No. 441, an Ordinance Amending Ordinance No. 323, Chapter 4 - Alcoholic Beverages**

Bauer gave a staff report whereas City Council had directed Staff to review the State Statute as to the number of temporary 3.2 beer licenses that can be issued. Based on research it was reported that the Statute does not specify the number of temporary 3.2 licenses a city can issue; that the licenses are subject to the terms set by the issuing city. The current ordinance provides that twelve licenses can be issued within a twelve month period for any one organization.

Staff recommended that licenses are issued for events with the definition of 'event' is a 1-4 day event with no more than one day lapse between days of the event; and that no more than 24 temporary 3.2 licenses for events can be issued to any one club or charitable, religious, or nonprofit organization for any one location within a 12 month period.

Motion by Duff, second by Larson to adopt Ordinance No. 441 as presented. Motion carried unanimously.

**8. Update on MNDOT 65 & 5 Construction Project – Dave Schwarting, MNDOT Representative**

MNDOT Representative Dave Schwarting gave a brief update on the upcoming construction project on the intersection of Highway 65 and CSAH 5. The project will begin on September 22, 2008 and is scheduled to take 35 working days to complete. The 35 days does not include weekends and inclement weather days. Alternate routes have been established and will be signed throughout the construction project.

**L. Approve Consent Agenda**

1. **Resolution No. 2008-230**, a Resolution Authorizing Final Payment for the WWTF Screening Improvement Project and Placing in a Two-Year Warranty Period
2. **Resolution No. 2008-231**, a Resolution Authorizing Final Payment for the Well No. 3 Pump House Improvement Project and Placing in a Two-Year Warranty Period
3. Accounts Payable in the Amounts of \$311,405.64 and Payroll in the Amount of \$66,670.60
4. Approve Minutes:

- a. July 22, 2008 Park & Recreation Board
- b. July 22, 2008 EDA
- 5. **Resolution No. 2008-232**, a Resolution Approving Application for Exempt Gambling Permit for the Isanti County Chapter of Minnesota Deer Hunters Association
- 6. Approve Councilmember Sue Larson Attendance at the MN DEED Conference
- 7. **Resolution No. 2008-233**, a Resolution Ending Probationary Period and Promotion to Permanent Part-Time Status for Police Data Entry Clerk Linda Goldben
- 8. **Resolution No. 2008-234**, a Resolution to Enter into a Grant Agreement with the MN Department of Public Safety for the Project Entitled SAFE & SOBER COMMUNITIES
- 9. **Resolution No. 2008-235**, a Resolution Authorizing to Fill Vacant Position within the Public Works Department
- 10. **Resolution No. 2008-236**, a Resolution Extending Probationary Period for Receptionist/Utility Clerk Anna Vick
- 11. Authorize Advertising for Quotes for Rental of City Owned Land
- 12. **Resolution No. 2008-237**, a Resolution Approving the Placement of a Temporary Sign Advertising the Fall Music Festival on the Property Located at 401 First Avenue NW (Police/Fire Department)
- 13. **Resolution No. 2008-238**, a Resolution Accepting Finance Director Rita Pierce's Letter of Resignation

Motion by Duff, Second by Larson to approve the consent agenda as presented. Motion carried unanimously.

#### **M. Other Communication**

Other communication was reviewed as presented.

#### **Adjournment**

Motion by Duff, second by Kolb to adjourn. Motion passed unanimously.

Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Irene J. Bauer  
Assistant City Administrator/City Clerk