

**MINUTES
CITY OF ISANTI
CITY COUNCIL
SEPTEMBER 20, 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, City Attorney Clark Joslin, Finance Director Kristi Smith, Human Resources/Deputy City Clerk Karissa Henning, City Planner/Parks Coordinator Lisa Wilson, Economic Development Director Sean Sullivan, Police Chief Ron Sager, and City Engineer Kevin Bittner

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

E. Proclamations/Commendations/Certificate Awards

1. Presentation by the Red Birds on Winning the State Championship

Mayor Wimmer announced that the Red Birds won the State Championship and let the Red Birds have the floor. Red Birds Manager Steve Allen thanked the City of Isanti for the support they have provided for the Red Birds over the past ten years and thanked the community members for being so supportive. Allen spoke of the importance of a team and how committed the players themselves were to ensure they showed up for every practice and game. Allen noted that not only do the Red Birds play baseball but they also do civic duties around the community. Allen presented the trophy to show all and presented the Mayor with a picture of the Red Birds team to place in City Hall for remembrance.

F. Approve City Council Minutes

Motion by Lorinser, second by Larson to approve the minutes of the September 6, 2011 City Council Meeting. Motion carried unanimously.

G. Citizens Input

None.

H. Announcements

Announcements were read.

I. Council Committee Reports

Councilor Larson reported on:

- **Northern Lights Express Alliance Board**
 - Service Development Plan
- **Friends of the Isanti Area Library**
 - Budget
 - Around 3 million has been spent
 - Links site
- **Liquor Store Committee**
 - Tasting at the Spirit River Community Center on Friday from 5 – 7 p.m.
 - Website is up
 - Military Discount
- **Minnesota State League for Human Resources and Data Practices**
 - Approved policies
 - Draft policies online at www.lmc.org for members to be viewed
 - Veterans preference
- **State League of Cities Local Economy Policies Committee**
 - Policies
- **Minnesota State League for Cities Improving Service Delivery Committee**
 - Proper maintenance
 - Liquor liability insurance
 - Redistricting
- **Isanti Chamber Connections**
 - Urban Hardware Store is having a grand opening on September 23 – 25th
- **Downtown Committee**
 - Planning the Christmas Village

J. Public Hearings

None were scheduled.

K. Business Items

1. **Nuisance Enforcement Administration**
Resolution No. 2011-219 Approving Planning and Parks Director Job
Description, Points and Salary Range for the Position

Mayor Wimmer reported that in the Development Advisory Committee's review of nuisance and code enforcement administration, it is now recommended that the Community Service Officer be placed under the City Planner/Parks Coordinator. Wilson currently has two Master degrees, one of which in public administration, and is qualified to be placed in a supervisory position. Many of the matters that the Community Service Officer works on, Wilson already works with him on, therefore it would be most suitable to place the Community Service Officer under Wilson. It was discussed that this would then move the Community Service Officer to City Hall, where the position had originally been, to give him a direct connection to Wilson in the day to day administration of nuisance abatement and code enforcement. Additionally, since this creates an administrative position for Wilson this would increase the pay of the position. Mayor

Wimmer recommended a pay increase of \$150.00 per month for the new position. The title of Wilson's position would change to Planning and Park Director.

Mayor Wimmer made comment that in this upcoming year it is essential to take a look at the staffing levels and consider the cuts that have been made in the past due to the economic times. To look at the staff as individuals and the professional development that has progressed since the pay freeze. As well as to analyze the level of services the City provides and ensure that the staff is not over tasked with job duties.

Motion by Lorinser, second by Kennedy to approve Resolution No. 2011-219 with an amended pay increase of \$150.00 per month. Motion carried 3-2 Lundeen and Larson opposed. Motion passes.

2. Resolution 2011-220 Approving the Conditional Use Permit as Requested by Stephen Tunell, on Behalf of Air Systems Technology Inc, to Allow for a Mixed Use Building on the Property Located at 212 First Avenue NW

Stephen Tunnel made application for a Conditional Use Permit, which would allow for a mixed-use building. The Planning Commission reviewed this item in a public hearing held on September 13th, 2011 and recommended approval of the request with attached conditions.

Motion by Kennedy, second by Lorinser to approve Resolution No. 2011-200 as presented. Motion carried unanimously.

3. Resolution No. 2011-221 Approving the Request From Mr. Steve Flage, on Behalf of the River Bank for an Extension for the Preliminary Plat for Fairway Greens Phase 3

Steve Flage, the President of RiverBank is requesting an additional one-year extension for the Preliminary Plat. Additional one-year extensions were granted in September 2009 and 2010. Staff verified that the taxes have been kept current on the platted property and have been paid as of Monday, September 12, 2011.

Mayor Wimmer made comment that he wants to make sure RiverBank is living up to all the conditions of the preliminary plat.

Motion by Kennedy, second by Larson to approve Resolution No. 2011-221 as amended, conditional upon RiverBank fulfilling all of the requirements for the preliminary plat. Motion carried unanimously.

4. Resolution 2011-222 Approving the Placement of a Temporary Sign for Isanti County Beyond the Yellow Ribbon on the Property at 401 First Avenue NW (Police/Fire Department) and Waiving the Sign Permit Application Fee

Mayor Wimmer made comment that the Downtown Committee has been working on placing a directional sign up for businesses. The sign that has been drawn up is fairly large. Given the size of the sign, the proposed placement for the sign might need to be moved from the current proposed placement. Staff will also need to verify the location for placement of the sign.

Motion by Kennedy, second by Lundeen to approve Resolution No. 2011-222 with the amendment of the sign position subject to change. Motion carried unanimously.

5. Rum River Meadows Park Expansion

- a. Resolution No. 2011-223 Authorizing the Conversion of Residential Lots to the Public Park Land for Tax Purposes**
- b. Resolution No. 2011-224 Authorizing the Purchase of Lot(s) Adjacent to Rum River Meadows Park From the Park Dedication Fund and Authorizing Funds be Released Prior to Inclusion on the Accounts Payable List**

Lorinser inquired if the purchase of the three lots at all hinders the possibility of the Performance Center. Mayor Wimmer stated there would still be enough money in the account after the purchase of the three lots for the performance center and noted that there is a little over \$300,000.00 in the account currently. It costs \$18,000.00 to buy all three lots. Larson questioned if the Park Board discussed the use of the lots. Mayor Wimmer stated it would be passive. Larson mentioned it had been discussed in the past to put tumbling hills on the lots and that this should be something to think about; tumbling hills are fairly inexpensive and low maintenance. Mayor Wimmer directed this to be placed on the upcoming Park and Recreation Board agenda.

Motion by Kennedy, second by Larson to approve Resolution No. 2011-223 and Resolution No. 2011-224 as presented. Motion carried unanimously.

6. Resolution 2011-225 Accepting the Offer of the Minnesota Public Facilities Authority to Purchase a \$755,920 General Obligation Water Revenue Note of 2011. Providing for its Issuance and Authorizing Execution of a Bond Purchase and Project Loan Agreement

At the June 21, 2011 City Council meeting Council approved the bids for each of the 2011 Water System Improvement Projects: water main loop at Bluebird Park, Well House No. 1 and the replacement of water meters.

Motion by Kennedy, second by Lorinser to approve Resolution 2011-225 as presented. Motion carried unanimously.

7. Resolution No. 2011-226 Approving a Military Discount for all Military Personnel on Tuesdays at the Isanti Liquor Store

Per City Council direction, the Liquor Committee recommends to have a 10% discount for all Military Personnel. This discount will coincide with the Senior Citizens discount on Tuesdays on purchased items that are not on sale.

Motion by Lorinser, second by Kennedy to approve Resolution No. 2011-226 as presented. Motion carried unanimously.

L. Consent Agenda

1. Accounts Payable in the Amount of \$311,285.52 and Payroll in the Amount of \$86,324.30
2. Approval of the 2011 Street & Utility Improvements - Pay Estimate No. 1
3. Approval of the August 9, 2011 Planning Commission Meeting Minutes
4. **Resolution 2011-227** Approving to Renew the Driving Diversion Program Agreement
5. **Resolution 2011-228** Approving to Renew the MN Courts Agreement
6. **Resolution 2011-229** Approving to Renew the Check Diversion Program – Worthless Check Diversion Agreement
7. **Resolution 2011-230** Amending the Agreement Between the City of Isanti and Owls Hockey Club for Parking a Motor Coach on City Property – Extension of Parking Time Period
8. **Resolution 2011-231** Ending Probationary Period and Promotion to Permanent Employee Status for Liquor Store Manager John Jacobi
9. **Resolution 2011-232** Approving the MMBA Food Drive at the Liquor Store
10. Approval to Receive Quotes for Liquor Store Parking Lot for Snow Plowing
11. **Resolution 2011-233** Accepting Part-Time Liquor Store Clerk Graziani's Letter of Resignation and Approval to Fill the Position

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

Adjournment

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

Respectfully Submitted,

Karissa Henning
Human Resources/Deputy City Clerk