



**MINUTES
CITY COUNCIL MEETING
February 19, 2008**

CALL TO ORDER

The meeting was called to order at 6:36 pm.

Present: Mayor: Randy Gilbert; Council: Sam Rettinger, Ben Goodwin, Jim Benson

Staff Present: City Administrator: Steve Stahmer; Finance Director: Terry Post; Public Works Director: Marv Wurzer; and City Engineer: Dan Boxrud

Absent: Council: Sharon Henderson (with prior notice)

PLEDGE OF ALLEGIANCE

Mayor Gilbert invited James Van Eyll, the successful candidate for the new Fire Chief position, to lead recitation of the Pledge of Allegiance.

APPROVE AGENDA

A motion was made by Benson, seconded by Goodwin, to approve the Agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of February 7, 2008 City Council Work Session (to be distributed)
- B. Approve Minutes of February 7, 2008 City Council Meeting
- C. Approve Minutes of February 6, 2008 City Council Interview Meeting
- D. Approve Vendor Claims and Payroll
- E. Authorize Execution of a Controlled Burn Agreement With the Owners of the House at 585 Brown Road S
- F. Approve a Request by Audi Club North America to Conduct a Raffle Drawing at Shavlik Financial, 1865 W Wayzata Boulevard

A motion was made by Benson, seconded by Goodwin, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

BUSINESS ITEMS

Establish Position of Full-Time Fire Chief

Stahmer stated that staff and Council had previously discussed the need for the City to hire a full-time, professional Fire Chief to manage the City of Long Lake Fire Department. As with many paid-on-call fire departments, leadership within the department has been unstable at best over the last several years. Steve Becker is the third Fire Chief since December of 2005, and has done a great job.

The department has quickly grown in size, now having two stations and approximately 50 firefighters. The department is now responsible for providing fire service to a very large geographical area with a population base over 10,000.

In July of 2007, the City Council met with executive search consultant Jim Brimeyer of the Brimeyer Group. Based upon the results of those discussions, the Brimeyer Group strongly supported the staff and Council position that a full-time Fire Chief was necessary to lead the Department. The draft position description specifies the duties and selection criteria for the new position. The proposed resolution would officially establish the position and the official salary range in accordance with the City Pay Plan.

A motion was made by Goodwin, seconded by Benson, to adopt Resolution No. 2008-16 establishing the position of full-time Fire Chief for the City of Long Lake. Ayes: all.

Full-Time Fire Chief Hiring

Stahmer stated that as discussed in the preceding staff report/agenda item, staff and Council have previously discussed the need for the City to identify and hire a full-time, professional Fire Chief. The City Council authorized staff and the search consultants to solicit applications for the position. Resumes were received from 50 applicants. The highly-qualified pool was then narrowed to twelve candidates. The Council reviewed the twelve applications and selected five finalists who were interviewed on January 24, 2008. A second round of interviews was conducted with two candidates on February 6, 2008, where the City Council authorized staff and consultants to extend an offer to the chosen candidate, James Van Eyll.

Mr. Van Eyll has 12 years experience in the fire and rescue service as a member of the Chaska Fire Department. During that time, he has held numerous officer positions including Lieutenant, Captain and Assistant Chief. Mr. Van Eyll has served as the Chaska Fire Chief since 2006. In addition, Mr. Van Eyll has an extensive list of fire and emergency certifications and training. James received high marks from all four interview panels. James' impressive combination of experience, education and personality make him an excellent candidate for the position of Fire Chief.

Mayor Gilbert added that going through the process had been interesting and educational, and commented that Long Lake was one of the first communities to make a decision others will come to in the future with growing departments. He stated he was very happy with the selection made.

A motion was made by Benson, seconded by Rettinger, to adopt Resolution No. 2008-17 appointing James Van Eyll to the position of full-time Fire Chief for the City of Long Lake. Ayes: all.

Mayor and Council congratulated Mr. Van Eyll on his appointment.

Mr. Van Eyll introduced himself and thanked the Council for their time through the interview process. He is intending to begin his employment on March 24.

Mayor Gilbert also wished Mr. Van Eyll a happy birthday.

Consideration of Fiscal Year 2007 Year-End Actions

Post reported that the City's 2007 preliminary General Fund operating results show an approximate \$44,000 surplus. This projected surplus is primarily driven by some budget shortfalls in the areas of

employee related expenditures and equipment purchases; as well as some unexpected revenue sources including delinquent tax collections and the receipt of an unbudgeted Metropolitan Council grant for the Comprehensive Plan Update project.

In past years the City has managed a fund balance in the General Fund at approximately 50% of the following year's expenditures level, as deemed to be adequate by the Minnesota State Auditor and transfer these funds into capital funds for future one-time purchases. Staff recommends an additional \$25,000 operating transfer from the General Fund to the Permanent Improvement Revolving Fund and an additional \$15,000 operating transfer from the General Fund to the Capital Fund as of December 31, 2007.

A motion was made by Goodwin, seconded by Benson, to authorize an additional \$25,000 operating transfer from General Fund to the Permanent Improvement Revolving (PIR) Capital Fund (No. 401) and an additional \$15,000 operating transfer from the General Fund to the General Projects Capital Fund (No. 416) as of December 31, 2007. Ayes: all.

OTHER BUSINESS

Development Projects – Goodwin asked if there were any updates on City development. Stahmer stated the purchase agreements between the Virginia Avenue project area homeowners and Dunbar Development were executed for a March 1 closing; however, closing would not be proceeding at this time. The developer has offered to extend the purchase agreements with the four homeowners who had signed. Stahmer noted that no preliminary development agreement or letter of intent had been entered into with the developer, so other proposals could also be given consideration.

Location of Equipment – Goodwin asked if the earth moving equipment would be moved from the Virginia Avenue site. Stahmer replied that the equipment had been used to repair a recent watermain break on Virginia Avenue but would be removed in the nearby future.

Pick Up After Pets – Mayor Gilbert asked that dog walkers using the trails remember to bring baggies with them and pick up after pet. Waste receptacles are available along the trails.

Coffee Meeting – Mayor Gilbert stated his next coffee meeting was on Saturday, February 23 at 9:00 am at the Country Cake Cupboard.

Investment Policy – Post stated that in 2003, the then treasurer purchased a block of federal home loan bank bonds, this month virtually all of those bonds have been called, so Post is now suddenly dealing with reinvesting these funds. He noted that in his position as treasurer, his investment strategy has been to build an investment portfolio that's laddered.

ADJOURN

Hearing no objection, Mayor Gilbert adjourned the meeting by general consent at 6:48 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk