



**MINUTES
CITY COUNCIL MEETING
May 6, 2008**

CALL TO ORDER

The meeting was called to order at 6:38 pm.

Present: Mayor: Randy Gilbert; Council: Sam Rettinger, Sharon Henderson, and Jim Benson

Staff Present: City Administrator: Steve Stahmer; City Attorney: Joel Jamnik; Finance Director: Terry Post; City Planner: David Abel; Public Works Director: Marv Wurzer (arrived late to the meeting); and City Clerk: Jeanette Moeller

Absent: Council: Ben Goodwin (with prior notice)

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of April 15, 2008 Board of Review Meeting
- B. Approve Minutes of April 15, 2008 City Council Meeting
- C. Approve Minutes of April 29, 2008 City Council Work Session
- D. Approve Vendor Claims and Payroll
- E. Adopt Resolution No. 2008-21 Establishing City Hall Summer Office Hours for 2008
- F. Approve a Request by Orono Rotary Foundation to Conduct Raffle Drawings at Lake Community Bank, 1964 W Wayzata Boulevard

A motion was made by Rettinger, seconded by Benson, 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

Note: The order of agenda items 6 and 7 was switched to allow time for Public Works Director Wurzer to arrive.

Policy on Periodic Review of Consulting Services and Assessing RFP

Stahmer reported that the City of Long Lake contracts with specialized consultants to provide independent support services to staff and Council. Prudent policy and planning dictate that consultant relationships be formally reviewed periodically, and the services opened up for proposals from other outside consultants.

City staff recommends adopting a policy establishing a five-year rotation for soliciting proposals. Year 1 as set forth in the rotation schedule (2008) calls for review and issuance of RFP's for Assessing and Building Inspection Services. The City has already contracted with Metro West Inspections for building inspection services beginning in January of 2008. Staff recommends the Council direct that notice be sent to City Assessor Mike Schachterle indicating the City will be terminating the current Assessor's Agreement effective July 8, 2008, and will be soliciting requests for proposals for assessing services in the immediate future.

Stahmer and City Attorney Jamnik clarified that the Council would be able to deviate from the policy as appropriate if it was determined the service performed by a particular consultant should be moved up in the schedule for review.

A motion was made by Henderson, seconded by Benson, to adopt the City of Long Lake Policy on Periodic Review of Consulting Services. Ayes: all.

A motion was made by Benson, seconded by Henderson, to direct staff to provide official notice to City Assessor Mike Schachterle of termination of the Assessor's Agreement, without cause, effective July 8, 2008. Ayes: all.

2008 Sanitary Sewer Cleaning and Televising

Wurzer stated that in 2007 the City's engineering firm (SEH) completed a sewer inflow and infiltration study. In that study SEH recommended that as Step 1 of the I and I reduction program, Long Lake proceed with cleaning and televising of the areas found to have excessive I and I. Public Works recently sent out a request for proposals for the cleaning and televising of District 4 of the City's sanitary sewer system. District 4 was found to have the highest clear water flows during the five month monitoring period of the study. Four proposals were received, and the company submitting the lowest quote, Midwest Trenchless Technologies Inc., has been contacted to confirm compliance with the job requirements and appears able to provide the finished product we need to assess the sewer condition in District 4.

Staff is requesting the City Council consider awarding the 2008 sewer cleaning and televising project to Midwest Trenchless Technologies Inc., with the estimated cost of cleaning and televising being \$14,400. In addition to the cleaning and televising manholes will be inspected and a report will be produced stating conditions. Their fee for this service is \$10 per manhole, and there are 84 manholes in District 4. The cost for manhole inspections and reporting is \$840. The combined estimated cost for cleaning, televising and manhole inspections is \$15,240. If severe roots are encountered they will need to be cut out of the sewer lines. Staff is not aware of root problems in District 4 currently, but will be prepared for them in some of the easement areas.

Council and staff discussed how past and present street projects may affect the cleaning and televising project; and how many improperly draining sump pumps had been found through the sump pump inspections conducted during the water meter replacement project.

A motion was made by Henderson, seconded by Rettinger, to award the 2008 Sanitary Sewer Cleaning and Televising Project to Midwest Trenchless Technologies Inc. and authorizing the City Administrator to execute an agreement for completion of the project at a total cost of \$15,240. Ayes: all.

Post noted that one of the financial incentives to conduct this project was that the City is obligated to spend at least \$33,600 for the next three years on inflow and infiltration reduction efforts. If that

is not met, any dollars not spent would be added to the Metropolitan Council surcharge to the City. This obligation is also reflected in the City's sanitary sewer rate structure.

Council member Rettinger asked whether the cleaning and televising equipment could be purchased by Public Works for the department's use. Wurzer responded that the camera alone would be a \$75,000 expenditure. Wurzer also provided an update on the final stages of the water meter replacement and sump pump inspection program.

Authorize Sale of General Obligation Improvement Bonds, Series 2008A

Post reported that staff worked with Ehlers and Associates to develop a financing plan in regard to the 2008 street reconstruction project. As previously discussed with the City Council, the financing for this project relies upon both internal and external (\$800,000 bond issuance) funding sources. Council should note that the actual amount of bonds that will be issued will depend on two factors that are unknowns at this point in time – the degree of contractor's hard cost bid deviation from the engineer's estimate in the Project Feasibility Report and the level of prepaid special assessments. Post noted that bids for the project had been received and nearly all bids submitted came in beneath the feasibility report estimate. While the resolution proposed provides for a bond sale of \$800,000, Post cautioned that was an "up to" amount. It is likely the amount actually sold will be less.

Mayor Gilbert asked that a motion include a statement that the approval is for the sale of "up to" \$800,000 GO Bonds.

A motion was made by Benson, seconded by Henderson, to adopt Resolution No. 2008-22 providing for the sale of up to \$800,000 General Obligation Improvement Bonds Series 2008A. Ayes: all.

Request to Amend the B-2A Service Business District Standards to Allow Outdoor Storage as an Allowable Conditional Use Permit

Abel indicated that a written request has been submitted to the City requesting that the Council consider amending the B-2A Service Business District standards. Their proposal is to amend the ordinance to allow outdoor storage as a Conditional Use Permit. National Sales and Leasing is requesting to display motorized scooters outside at 2345 West Wayzata Boulevard, in the space next to NAPA. Section 14A, subd. 7 of the zoning ordinance currently states that open sales lots or outdoor storage of vehicles, equipment or products is strictly prohibited. A copy of the letter received had been distributed to Council members in their meeting informational packets.

Stahmer discussed the notice and posting requirements that must be met for a public hearing on the proposal.

City Attorney Jamnik said that the business' occupation of the space would not be a violation of code; however currently they could not display scooters outside. He stated the business owner cannot buy 15 to 20 units with the understanding they would be able to be displayed outdoors.

Mayor Gilbert urged that the matter be brought forward for discussion. He directed staff to proceed with the normal path of application review should there be favorable reception to amending the B-2A standards by the Planning Commission at their next meeting.

City Attorney Jamnik noted that the proposal would be to allow some outdoor storage in this zoning district with conditions, similar to the sign ordinance. However, it is entirely possible the Planning Commission may recommend that no changes be made.

Stahmer discussed examples of businesses that are legal nonconforming uses, as they were in place prior to adoption of the zoning district standards.

Mayor Gilbert suggested that an amendment should include a limit on the number of days outdoor storage would be allowed, a provision barring overnight storage, and a limit on the amount of square feet and location for outdoor display.

Robert LeTrendre addressed the Council and introduced himself as the individual making a request for a CUP to allow for outdoor display of mini-bikes. His intent would be to display during working days during May through October from 9:00 am to 7:00 pm, with the scooters moved indoors evenings and Sundays. He said he would appreciate consideration given to his request, and felt his business would draw people into the area. He has plans for advertising on television and through the internet. He would display probably 10 scooters at maximum, and would only be selling a few models. Other dealers of these units are located in St Louis Park and Osseo. He provided a description of the scooters highlighting their gas mileage benefit.

Mayor Gilbert stated that when requests of this nature were received it was easy to lose sight of the future, and encouraged staff to keep in mind ideas of other businesses and how they might use outdoor storage.

Stahmer responded that staff does try to keep those future uses in mind, with the goal of trying to allow good uses, while anticipating potential negatives.

Council member Rettinger stated it behooved the city to be as specific as possible, as ordinance changes can always be amended later.

OTHER BUSINESS

Orchard Circle & Grand Avenue – Mayor Gilbert reassured residents that repairs will be made to the damaged areas of Orchard Circle and Grand Avenue once weather permits.

Bid Openings – Stahmer stated that bids were received and opened that morning for both the 2008 Street Improvement Project and Glenmoor Lane Watermain / TH 12 Gate Valve Replacement Project. Bids for both projects came in substantially under the engineer's estimates.

Reconveyance of Virginia Avenue – Stahmer had received confirmation from Mn/DOT that the reconveyance of the Virginia Avenue property was proceeding and had been forwarded to the environmental review department on April 21. There was a service station on the property at one time, and where there is contamination, Mn/DOT cannot sell property unless it has been cleaned up. The property had been appraised at \$355,000 within the last month. Staff is working with a sign company to place a sign on the corner saying "development opportunity, contact City Hall". Council and staff discussed possible future environmental related issues in relationship to redevelopment.

ADJOURN

Hearing no objection, Mayor Gilbert adjourned the meeting by general consent at 7:17 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk