



**MINUTES**  
**CITY COUNCIL MEETING**  
**January 20, 2009**

**CALL TO ORDER**

The meeting was called to order at 6:50 pm.

**Present:** Mayor: Randy Gilbert; Council: Sam Rettinger, Sharon Henderson, Brian Carpenter, and Liz Olson

**Staff Present:** Interim City Administrator: Terrance Post; City Engineers: Dan Boxrud and Toby Muse; Public Works Director: Marv Wurzer; and City Clerk: Jeanette Moeller

**Absent:** None

**PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

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

**CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of January 6, 2009 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Adopt Resolution No. 2009-01 Authorizing Signatories on the City's Bank Account
- D. Adopt Resolution No. 2009-02 Approving the Extension of the GIS Conditional Use License Agreement with Hennepin County
- E. Approve the Engagement Letter with Abdo, Eick and Meyers for Auditing Services for the Year Ended December 31, 2008
- F. Approve the Agreement Letter with Abdo, Eick and Meyers for Actuarial Services in Updating Pension Projections for the Long Lake Fire Relief Association
- G. Adopt Resolution No. 2009-03 Approving Issuance of a Residential Refuse Hauler License for Vintage Waste Systems, Inc.

*A motion was made by Carpenter, seconded by Olson, to approve the Consent Agenda as presented. Ayes: all.*

**OPEN CORRESPONDENCE**

**Chamber of Commerce Representatives**

- **Roxie Albers, Albers Jewelry and Chamber of Commerce President**  
Ms. Albers stated that Chamber of Commerce members had been present at the last regular meeting between Mn/DOT staff and representatives of Orono and Long Lake; and that the Chamber intends to have members present at all of these future meetings. She asked for assistance from the City in keeping the Chamber informed of meeting dates. She also

requested that business representatives be included on the Highway 12 Turnback Committee, and alluded to the processes of the Delano Task Force as a model of success. Ms. Albers further questioned why someone from the City wasn't contacting Mn/DOT every day to address the Highway 12 corridor signage issue.

- **April Wysocki, Country Cake Cupboard and Chamber of Commerce Member**  
Ms. Wysocki requested an update on the latest conversations between the City and Mn/DOT regarding when the new roadway signage along old/new Highway 12 would be installed. She asked that more aggressive efforts be made on the part of the City to pursue Mn/DOT in resolving the signage issue.

Additionally, both Ms. Albers and Ms. Wysocki commented on the number of calls they had respectively made to Mn/DOT, with messages unreturned at times.

Council members discussed the feedback received from Ms. Albers and Ms. Wysocki. Frustration was expressed that progress continues to be slow in coming, despite ongoing efforts on both the part of the businesses and City representatives as well as staff. It was generally agreed that communication could be enhanced between all parties. Council member Olson also commented it would be helpful to see subcommittee and other meeting dates included on Council meeting agendas, in addition to the Council and Planning Commission dates currently being listed. Mayor Gilbert wrapped up the discussion by stating for the benefit of the viewing public that City representatives have been contacting Mn/DOT regularly and will continue to follow up. He emphasized that Mn/DOT is a hard organization to deal with and Long Lake has taken the brunt of the roadway's impact.

#### **Donny Chillstrom, Orono Lions Club**

Mr. Chillstrom thanked the Council, Public Works and other staff for their support of the annual Snowball Open event to be held Saturday, January 24.

### **BUSINESS ITEMS**

#### **Verizon Wireless Grant of Easement**

Post reported that this item had been denied by the previous Council, as the location proposed was in close proximity to the City's water tower which would potentially create issues relative to maintenance and related costs.

Since that meeting, Verizon Wireless has reevaluated the overall area and is now proposing placement of a new structure to accommodate a generator on the site in a location farther west that doesn't work as well for them, but is much less intrusive to the already congested site. Verizon's agent Doug Brown of Buell Engineering, property owner Gronberg, Public Works Director Wurzer, and Post had gone on a field visit last November and all concluded the new site was a much more desirable location.

The Verizon Wireless offer of \$5,000 as consideration for the Grant of Easement approval remains. Staff recommends approval of the execution of this Grant of Easement as previous concerns have largely been mitigated by the new location farther away from the water tower. Verizon also intends to do an effective job of screening the generator structure including the use of vegetation. Mr. Brown was in attendance at the meeting on behalf of Verizon Wireless should Council members have any questions.

Mayor Gilbert congratulated Mr. Brown and Verizon on coming up with an alternative site.

*A motion was made by Carpenter, seconded by Olson, to accept the Grant of Easement Agreement brought forward by Verizon Wireless for siting an emergency backup generator near the City's Willow Drive water tower. Ayes: all.*

### **Approve Cincinnatus, Inc. Professional Services Proposal**

Post stated that in May 2006 and August 2007, the City had contracted with Ehlers and Associates to facilitate strategic planning/work plan development meetings with the City Council and staff. The initial session was a traditional SWOT analysis, and the 2007 session built upon the 2006 prioritized goal development. Both Council and staff gave positive feedback that the strategic planning process was valuable and was something that should be done on a regular and recurring basis.

The 2009 adopted budget contains \$1,500 in the General Fund to undertake a strategic planning exercise. At the January 2, 2009 regular Council meeting, a consensus of the City Council directed staff to find a facilitator and schedule the planning session as soon as possible.

Staff sought facilitator recommendations from several sources. At the recommendation of City Attorney Jamnik, staff contacted Diane Herman of Cincinnatus, Inc. Post and Mayor Gilbert met Ms. Herman, provided her with a background on the City and its challenges, and asked whether she had an interest in working with a smaller client than her usual. Ms. Herman confirmed she would indeed be interested.

With that, Post would recommend the City Council accept Ms. Herman's proposal to provide facilitation services; and secondly, that the Council discuss a date for the meeting. Ms. Herman had provided a list of her available dates based on the assumption that the meeting would be scheduled for a Saturday morning.

Mayor Gilbert noted that he had been extremely impressed by Ms. Herman.

It was the consensus of the Council that February 28 would be an acceptable date for the meeting.

Post also explained Ms. Herman would likely be presenting him with some options for work to be done with the Council and City staff members in preparation for the meeting.

*A motion was made by Henderson, seconded by Rettinger, to approve the \$1,000 Proposal from Cincinnatus, Inc. to provide prepare for, facilitate at, and summarize the results of a strategic planning meeting with the Long Lake City Council to be held on February 28, 2009. Ayes: all.*

### **Trunk Highway 12 Water Main Replacement Project**

Post indicated that this capital improvement item would consist of replacing of approximately 1,450 feet of water main from Billy's Lighthouse to the curve on the north side of Hwy 12 has been an item on the five-year Capital Improvement Plan (CIP) for several years. This project has been on the five-year Capital Improvement Plan (CIP) for several years because of age of the pipe and a history of several costly breaks in recent years.

Another factor in consideration of proceeding with this project is timing. While the dates of any old Highway 12 construction activity are unknown at this time, having this new infrastructure in the ground before roadway construction activity would be a logical approach.

Staff recommends approval of the scope and fee provided by SEH for the Trunk Highway 12 Water Main Replacement. If executed, the contract would extend through the bidding stage of the project. Should favorable bids be returned, a scope and fee for Phase 2 engineering services would be proposed for project completion and follow up.

City Engineer Toby Muse responded to Council member questions regarding the timeframe for the project and how disruptions to traffic and driveways would be avoided or addressed if needed.

Council member Carpenter stated replacement of the water main section would be better than the emergency repairs, and Council member Rettinger noted this area of water main had consistently been problematic.

Post also said that cities statewide had been asked to contribute lists of infrastructure projects that might be eligible for federal funding, but to be eligible the project would need to be "in the can" with plans and specifications already prepared. A water main project proposed previously for Willow Drive was already at this stage, and Post anticipated this project would also be fundable.

*A motion was made by Henderson, seconded by Carpenter, to approve the Trunk Highway 12 Water Main Replacement of the attached Agreement for Professional Services from Short Elliott Hendrickson Inc. (SEH) for engineering services, plans, specifications and bidding documents in the amount not to exceed \$32,000 and to authorize its execution by the Interim City Administrator. Ayes: all.*

## **OTHER BUSINESS**

**Ongoing Mn/DOT Signage Issue** – Council member Rettinger suggested a meeting be arranged with the Mn/DOT District Manager. Council member Olson added it would be a good idea to have Mn/DOT come to a regular televised Council meeting for the benefit of the public. Council members viewed the idea favorably. Council and staff further discussed Mn/DOT's protocol and process for sign changes; and confusion being created by the roadway names as posted on the current signage. Comments included pursuing a name change for old Highway 12/Wayzata Boulevard through the Highway 12 Turnback Committee process.

**City Administrator Position** – Mayor Gilbert stated the Council should meet with Interim Administrator Post to determine his interest in continuing as Administrator on a regular basis. Post suggested that could be an item for a work session prior to the next Council meeting.

**Northwest League of Hennepin County Municipalities** – Mayor Gilbert informed the Council that he had been representing Long Lake for four year on the Northwest League of Hennepin County Municipalities. Council member Henderson had recently attended a meeting with him and will be taking on the responsibility of being the City's representative in the future. The group meets on a monthly basis.

**Hardin Family Update** – Mayor Gilbert reported that Bob Hardin's wife Janet was having some health problems, and asked that she be kept in thought and prayer.

**Thanks to Public Works** – Interim Administrator Post expressed his thanks to the Public Works Department for completing meter readings quickly in the midst of repeated snows when plowing was necessary.

**Highway 12 Watermain Approval** – Public Works Director Wurzer thanked the Council for their approval of initiating the Highway 12 watermain replacement project, as it was been a significant safety issue for the crew and will be a great improvement.

**ADJOURN**

Hearing no objection, Mayor Gilbert adjourned the meeting by general consent at 7:50 pm.

Respectfully submitted,

Jeanette Moeller  
City Clerk