



**MINUTES
CITY COUNCIL MEETING
June 2, 2009**

CALL TO ORDER

The meeting was called to order at 6:37 pm.

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

Staff Present: City Administrator: Terrance Post; Public Works Director: Marv Wurzer

Absent: None

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

Mayor Gilbert asked that Agenda Item No. 7 be moved up the agenda to take place prior to Open Correspondence and the remaining items.

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

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of May 19, 2009 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Accept Quote From Westside Redi Mix, Inc. for Removal and Replacement of Marked Sidewalk Panels
- D. Approve Purchase of Courtesy Benches for Placement Near the Brown Road Bridge
- E. Adopt Resolution No. 2009-16 Approving a Special Event Permit for the Chamber of Commerce 2009 Open Air Market and Approve Issuance of a Noise Variance Permit
- F. Approve Payment of G.L. Contracting Invoice No. 40 for Televising the Highway 12 Bypass Watermain Break Location

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

BUSINESS ITEM

Donation of Veterans' Memorial Plant Materials

Post stated that staff was recently informed Otten Brothers Nursery had very generously decided to "adopt" the veterans' memorial in Nelson Lakeside Park from a standpoint of donating future plant materials.

Staff recommends that this donation be accepted. Upon acceptance of the donation, a letter will be sent to the Otten Bros. Nursery expressing the City's gratitude for this contribution.

Bob Hardin, 238Greenhill Lane, thanked Otten Bros. Nursery for their past and future donations to the Veterans' Memorial. Mr. Hardin also offered thanks to Congressman Erik Paulsen, City staff, the Hamel VFW, volunteer firefighters, and the City Council for their various roles in the Memorial Day celebration held at the Long Lake Veterans Memorial.

Mayor Gilbert recognized Mr. Hardin for his leadership of the event and ongoing contributions to the City.

Mayor and Council also expressed gratitude to Cliff Otten, owner of Otten Bros. Nursery, for his generous donation of plant materials in perpetuity to the Long Lake Veterans Memorial.

OPEN CORRESPONDENCE

Jim Gulbranson, Chamber of Commerce Vice-President

Mr. Gulbranson appeared to thank the Council for approving a Special Event Permit for the Chamber of Commerce sponsored Open Air Market in Nelson Lakeside Park. The market will take place on Thursday nights beginning June 18 and ending October 15 from 4:00 pm to 7:00 pm. Mr. Gulbranson discussed the types of vendors and events that would be present on market days, the Chamber's advertising efforts for the new summer market, and the process for vendors to register and participate.

Roxie Albers, Chamber of Commerce President

Ms. Albers indicated she was present to follow up on a recent Mn/DOT construction meeting where future Highway 12 signage language was discussed. Attendees at the meeting had been offered signage options by Mn/DOT for signs to be installed at both the west and east ends of the new bypass. Ms. Albers questioned whether the City had made the decision on a preferred signage option, and indicated the Chamber of Commerce would ask that the "Long Lake – Orono" signage be the prevailing choice versus the "Wayzata Boulevard" option.

Chamber officers and Council discussed the June 26 deadline imposed by Mn/DOT for signage decisions, the Chamber's interest in future business logo or "gas, food, lodging" generic signage along the corridor, and the process for changing the name of West Wayzata Boulevard through Long Lake and Orono. It was noted that the installation of "Long Lake – Orono" signage at both ends of the bypass will eliminate confusion as to how to get to Long Lake; therefore, the name change of West Wayzata Boulevard can be dealt with in the future. The Chamber of Commerce is continuing to discuss the road name change with their members and will be doing so again at an upcoming meeting on June 10. Ms. Albers noted the Mayor had indicated EDA funds could be used to help fund purchases that would need to be made by businesses to update their addresses should the road name be changed. Also, the post office had clarified that all addresses on the affected stretch of road would simply have to file a change of address form.

Council member Carpenter commended the Chamber officers on their efforts.

BUSINESS ITEMS

Presentation by Sara Wyatt, Three Rivers Park District Commissioner

Three Rivers Park District Commissioner Sara Wyatt provided an update and responded to Council member questions on Three Rivers Parks projects in the Long Lake area, including projects in and near Baker Park Reserve as well as throughout the Park District's regional trail system.

Receive 2008 City Financial Audit Report

Post reported that the City had contracted with the Abdo Eick & Meyers (AEM) CPA firm to conduct an external audit of 2008 financial activities, assist in the preparation of the financial statements in a GASB format, render an opinion on the audit results, and prepare an assessment of the system of internal controls.

AEM completed the audit fieldwork this April. Observations from the audit report include a "clean opinion", an end of the year General Fund balance at an appropriate level of about 46% compared to budgeted expenditures, and reductions in net assets of the Water Utility primarily due to the 2008 street reconstruction project, and in the Sanitary Sewer Utility primarily due to higher depreciation expense from Highway 12 project new infrastructure.

Steve McDonald, engagement partner with Abdo Eick & Meyers, introduced Audit Senior Matt Vos who had worked on the City's audit. Mr. McDonald commented briefly on the City's limitations pertaining to internal controls and segregation of duties relative to the handling of financial transactions; provided the City Council with a detailed overview of the audit report; and responded to Council member questions.

Mayor Gilbert thanked Mr. McDonald and the auditing team for their work.

A motion was made by Carpenter, seconded by Henderson, to receive and accept the 2008 City Financial Report. Ayes: all.

Receive LLFD Relief Association Pension Projection Report

Post stated that the last time a pension projection was completed was in 2003 prior to the City taking over operation of Fire Station No. 2. With things from an operating perspective now being more firmly known, the City contracted with Abdo Eick & Meyers (AEM) to perform an updated ten year pension projection report for the Long Lake Fire Relief Association. This engagement was driven by both the 2008 stock market's performance as well as a periodic review to determine if the City's past policy of granting annual 3.0% pension benefit increases was sustainable. AEM completed their analysis and issued a draft report in April. The Fire Advisory Board would be meeting on June 3 to discuss the report further. The motion before the Council for consideration is to accept the report only.

Steve McDonald, AEM engagement partner, provided a detailed overview of the projection report and the two alternative scenarios presented; and responded to Council member questions regarding report items and future contributions.

Post added that no action has been taken in 2009 regarding the pension pending receipt of the report.

A motion was made by Olson, seconded by Henderson, to receive and accept the Long Lake Fire Relief Pension Projections Report for the years ended December 31, 2008 through 2018. Ayes: all.

OTHER BUSINESS

Girl Scout Group Project Idea – Council member Olson was recently approached by a Girl Scout group seeking project ideas. She had an idea of suggesting the Scout group work with the Pioneer Museum to fill City Hall with historical photos of Long Lake to celebrate the City's history. Council members were in favor of Council member Olson's idea.

Petroleum Leak Case Closeout – Post received verbal confirmation from the MPCA that they will be closing the petroleum leak site case outstanding for the former Long Lake Mini-Mall site at the north end of Virginia Avenue and Brown Road. Post expects to receive written confirmation, whereupon the City can then pursue acquiring the Virginia Avenue parcel.

Watermain Repair Update – Public Works Director Wurzer stated that City Engineer Toby Muse had received verbal agreement from Mn/DOT for the City to work in the Highway 12 corridor in order to repair the watermain. Muse has begun working to obtain a formal permit from Mn/DOT for the work. Wurzer indicated he hoped to have another update for the Council at the next meeting.

Bid Opening for Nelson Lakeside Park Stormwater Project – Council member Carpenter inquired as to the date of the bid opening for the stormwater project in Nelson Lakeside Park. Post replied that the bid opening date was scheduled prior to the next Council meeting, with bid award intended to take place at that meeting. Mayor Gilbert suggested that SEH be reminded to be vigilant over the landscaping portion of the project.

ADJOURN

Hearing no objection, Mayor Gilbert adjourned the meeting by general consent at 7:38 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk