

**Lake City Common Council
Regular Meeting
Monday, May 9, 2011
Council Chambers 6:30 p.m.
City Hall**

Members Present: Mayor Jerry M. Dunbar, Andru Peters, Mary Lou Waltman
Joel Beckman, Matt Powers, Phil Gartner, Mark Spence

Members Absent: None

Staff Present: City Administrator Ron Johnson, Public Works Director Scott Jensen,
City Clerk Kari Schreck, Planning & Community Director Rob Keehn,
City Attorney Karen England

Mayor Dunbar called the meeting to order at approximately 6:50 p.m. in the Council chambers of city hall with a quorum present.

Pledge of Allegiance

Mayor Dunbar led the Pledge of Allegiance.

Introductions

Introductions were made.

Disclose Conflicts and Relationships

Peters noted that he works regularly with MnDot but has no conflicts.

Review and Adopt Agenda

Motion Gartner, seconded Powers to adopt the agenda. All ayes 7-0-0.

Board and Commission member recognition:

The following members were recognized for, collectively, 70 years of service to the Lake City community through March of 2011:

Street & Park Comm.

Jeff Atkinson - 3 years

Don Mueller – 9 years on Tree board

Joan Schimbeno - 6 years

Mike Wachholz – 3 years

Marina Board

Ron Schimbeno - 9 years

Ron Dahling - 9 years

Ambulance

Mark Brown – 3 years

Library Board

Betty Albright - 8 years

Planning Commission

Dave Patterson-5 years

John Mortenson – 5 years

Craig Moechnig – 2 years

HPC

Mike Ryan – 2 years

Donis Boss – 2 years

Charter Commission

Jason Christensen - 4 years

Recognize Lyle Schumann retirement and 30 years of service with the Lake City Police Department

Proclamation: May 15 Peace Officers' Memorial Day

Police Week May 15-21, 2011

Emergency Medical Services (EMS) Week May 15-21, 2011.

Department manager 2010 presentations: Public Works, Marina, Library,

Administration/Clerk/Finance

The following department managers provided presentations on the status of their department for the 2010 year:

Scott Jensen-Public Works

Mark Lutjen-Marina

Sherry Mooers-Library

Ron Johnson-Administration/Clerk/Finance

As presented with thanks from the Council

Public Forum

No one from the public spoke

New Business

none

Unfinished Business:

Update on Ordinance No. 500, an Ordinance amending the City's shoreland regulations

The Planning Commission reviewed the amended shoreland ordinance at their May 3, 2011, meeting, and has requested several additional changes. Staff has made the changes and is working with the Commission to determine a public hearing date in June.

Lake Pepin Neighborhood Access Points

Public Works Director Jensen spoke with Heather Lukes from MnDOT regarding the lake access points. A conference call with Ms. Lukes and other MnDOT staff that work with ADA requirements has been scheduled for May 10, 2011. It is likely that this meeting will be followed up with an on-site visit. The issue of liability will be addressed along with several other items.

Facilities presentation

Rob Keehn, Director of Planning & Community Development, gave a presentation about the facility needs of the Library, Police, Ambulance, and Fire Departments. Staff was asked to look at the Library separately from the public safety building and Council discussed the need to use a project planner and space needs provider for the next phase. Staff was directed to research and provide information to Council as well as possible costs. Staff will look at the city parking lot and possible expansion for the current Public Safety building. It was requested that this be added to the May 23, 2011 council agenda.

Approve the contract and business agreement with billing company: American Claims Processing (ACP)

The City of Lake City Ambulance Department/Commission is seeking City Council approval of the contract and business agreement with ACP to process Lake City Ambulance billings beginning June 1 2011. The ambulance service has done business with ACP in years prior. Currently the city is in a 1 year contract agreement with EMS billing until June 1, 2011. It was a mutual party agreement to not renew with EMS billing. Ambulance Commission received and reviewed this at the May 2, 2011 Commission meeting. City Attorney Karen England has reviewed and approved this document.

Motion Gartner, seconded by Spence, to approve the contract and business agreement with American Claims Processing (ACP). All ayes 7-0-0.

Consent Agenda:

- a. Approve expense claims
- b. Approve April 19, 2011 Council retreat meeting minutes
- c. Approve April 13 & 25, 2011 Board of Equalization minutes
- d. Approve April 25, 2011 Council meeting minutes
- e. Approve the hiring of Marina seasonal employees season pending background checks
- f. Approve the hiring of Hok-Si-La Park and Street/Parks part-time staff for the 2011 season pending background checks
- g. Adopt Resolution 11-025, amending Resolution 10-083, establishing permit fees, service charges & various other fees to be collected
- h. Adopt Resolution 11-24 Certifying Special Assessments for Snow Removal During the 2010-2011 Winter Season to the County Auditor of Wabasha County
- i. Approve 1-4 temporary on sale liquor license for VFW for June 18, 2011 event
- j. Approve use of CSAH Right of Way for Special Events Permit for Waterski Days
- k. Approve Lake City Chamber of Commerce requests for various street closings and designated permit parking areas for Waterski Days
- l. Approve the job description and pay scale for Assistant Ambulance Director and advertising
- m. Approve hiring Scott Mosher as volunteer EMT
- n. Approve interim hiring of Karla Schultz to assist the Ambulance Director
- o. Set public hearing to consider applications for the granting of a franchise to operate a cable television system and/or provide cable services

Motion Spence, second Gartner to approve the consent agenda as presented. All ayes 7-0-0.

Miscellaneous Discussion

Motion Gartner, second Waltman to move the existing contract with the MnDot Lake Pepin access points to the City Attorney for consideration and recommendation. All ayes 7-0-0.

Gartner has several questions regarding the franchise for cable television. City Attorney England will take Gartner's questions and forward them to Moss and Barnett.

Mayor Dunbar requested that the following items be added to the May 23rd council agenda:

Discuss and update the rules for council liaisons.

Update on the revolving loan fund.

Update on open Request for Legal Activity requests.

Update on council code of conduct- status of developing a code of conduct.

Thank you to council committee members who reviewed applications for the Wells Scholarship.

The Charter Commission members re-appointed by the District Judge on April 27, 2011 for 4-year terms were Judy Lortscher, Sandy Pritzl, John Albright, and new member Paul Myers.

May 15th, 2011 is clean- up day.

May 19th hazardous waste clean- up at Wabasha County building.

The Library board meetings have been changed to the third Monday of each month at 5:00 p.m.

Informational Reports:

As presented

Future Meeting Dates:

As presented

Adjourn

Motion Peters, second Gartner to adjourn the meeting at 8:25 p.m. All ayes 7-0-0.

Jerry M. Dunbar, Mayor

ATTEST:

Kari Schreck, City Clerk