

**Lake City Common Council
Regular Meeting
Monday, August 8, 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

Members Absent: Mark Spence

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

Mayor Dunbar called the meeting to order at approximately 6:30 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

None

Review and Adopt Agenda

Motion Beckman, seconded Peters to adopt the agenda as presented. All ayes 6-0-0.

Public Forum

None

New Business

Consider implementing open book meeting as an alternate to Local Board of Appeal and Equalization

Peggy Trebil of Goodhue County and Loren Benz of Wabasha County were present to answer questions regarding the open book process. The City of Lake City currently conducts an annual Local Board of Appeal and Equalization. The purpose of the Local Board of Appeal and Equalization is to provide a fair and objective forum for property owners to appeal their valuation or classification. Open book meetings are an alternative to the Local Board of Appeal and Equalization. During open book meetings, the valuation and classification issues are handled by the assessor's staff on a one-on-one basis with the property owner.

Motion Beckman, second Waltman to implement the open book meeting as an alternate to Local Board of Appeal and Equalization beginning in 2012. All ayes 6-0-0.

Unfinished Business:

Update on Ordinance No. 500, an Ordinance amending the City's shoreland regulations
No further update is available at this time.

Discuss citizen complaint/concern policy

A draft was presented to council for review. Council members are encouraged to forward comments to City Administrator.

Council meeting procedures/Public Forum agenda item update

A draft was presented to council for review. Council members are encouraged to forward comments to City Administrator.

Update on Board and Commission and liaison duties

Boards and Commissions are continuing to forward comments and requested changes to the City Administrator. Council would like this process finished by year's end.

Update on Revolving Loan Fund

Staff contacted Peter Ekstrand and Schreiber/Jarstad Law firms per the direction of council to provide counsel to collect the 3 default revolving loan funds.

Motion Beckman, seconded Peters to hire Schreiber and Jarstad law firm to facilitate collection of the three default revolving loan funds at an hourly rate of \$150/hr with an estimated 3 to 4 hours per file with additional services required for collection at that same rate; the EDA Director to provide assistance to law firm and provide updates to Council through the City Administrator. All ayes 6-0-0

Frac/silica sand mining

No further discussion.

City facilities project update

Staff is working with a consultant to determine if the proposed site for a new Public Safety building will be adequate to accommodate ambulance and police needs. Council requested that staff again look at all options including the Fire Department building and the vacant lot adjacent to the Fire Hall.

3. Consent Agenda:

- a. Approve expense claims
- b. Approve July 25, 2011 Council workshop meeting minutes
- c. Approve July 25, 2011 Council regular meeting minutes
- d. Approve one utility billing person and two clerk/finance people to attend the 11th annual Civic Symposium in Madison, WI
- e. Approve hiring of Ryan Anderson and Talman Wiles as volunteer EMT's
- f. Approve the hiring of Donald Hoffmeyer as Public Works part-time seasonal employee at \$7.92/hour pending background check
- g. Approve requests from Lake City Chamber for Center Street closings for JAD event Oct. 1, 2011

Motion Gartner, seconded Waltman to approve the consent agenda as presented. All ayes 6-0-0.

Miscellaneous Discussion

Lake City Tourism Bureau has created a Lake City promo video.

Thank you to all who supported the Community Day supporting the Lake City Fire Department sponsored by Pepsi and Fiesta Foods. The fire department received a \$1000.00 grant.

Dunbar thanked all that participated in National Night Out.

Reminder that the city picnic for all board and commission members and employees is August 30, at Hok –Si-La Park.

Kwik Trip grand opening is August 17th at 994 Lyon Ave. The public is invited to attend.

An open house was held over the weekend for the new Lake City Family Physicians.

Council encouraged review of the City Charter and should forward any comments to the City Administrator for the inclusion in the Charter Commission’s September meeting.

Informational Reports:

As presented.

Future Meeting Dates:

As presented.

Motion Powers, second Waltman to adjourn at 7:20 p.m. All ayes 6-0-0.

Jerry M. Dunbar, Mayor

ATTEST:

Kari Schreck, City Clerk