



**MINUTES  
CITY COUNCIL MEETING  
November 6, 2023**

**CALL TO ORDER**

The meeting was called to order at 6:34 pm.

**Present:** Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, and Gina Joyce

**Staff Present:** City Administrator: Scott Weske; City Engineer: Brad Reifsteck; and Public Works Director: Sean Diercks

**Absent:** Council: Deirdre Kvale

**PLEDGE OF ALLEGIANCE**

**MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW AND UPDATES**

Mayor Miner reported that the City Council had met in a work session prior to the regular meeting and had received a really good presentation from the Long Lake Garden Club that reviewed some details about what they had accomplished in 2023. He expressed his appreciation for the work the Long Lake Garden Club has done to help the City and the Fire Station look beautiful.

Mayor Miner also thanked Council member Dyvik for running the last Council meeting when he had been unable to attend.

**APPROVE AGENDA**

*A motion was made by Feldmann, seconded by Miner, to approve the agenda as presented. Ayes: all.*

**CONSENT AGENDA**

The Consent Agenda consisted of the following:

- A. Approve Minutes of October 17, 2023 City Council Work Session Meeting
- B. Approve Minutes of October 17, 2023 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Authorize Payment of Pay Request No. 1 to Valley Paving, Inc. in the amount of \$219,247.60 for the 2023 Pavement Management Improvement Project

*A motion was made by Dyvik, seconded by Joyce, 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**

### **Proposal for 2024 Pavement Management Improvement Project**

City Engineer Reifsteck gave an overview of a proposed Professional Services Agreement (PSA) prepared by WSB for the City's 2024 Pavement Management Improvement Project which would include Lindawood Lane, Lakeview Avenue, Central Avenue, and Upper Lea Lane. He presented the projected design and construction costs.

The Council discussed the projects that took place in 2022 and 2023 and possible bonding plans further out for Grand Avenue.

Reifsteck noted that the City could remove the Central Avenue and Lakeview Avenue segments from the project in order to lower the cost down to the usual \$250,000 level that they have been maintaining for improvement projects the last few years.

City Administrator Weske commented that they should be able to prepare the construction plans for all the projects, certain plans could be shelved, and then those particular projects could be bid when the City has funds available with the engineering work having already been done.

Public Works Director Diercks noted that Glenmoor Lane, Heather Lane, and Russell Lane will all require utility replacements when the streets are redone.

Council member Dyvik questioned why the cost for reconstruction of Grand Avenue was projected to be around \$6 million while the 2024 proposed projects were only anticipated to cost around \$400,000.

Weske replied that the 2024 projects consist of surface only improvements and would not involve any utility work.

Reifsteck added that there are also a lot of drainage issues that need to be addressed along Grand Avenue. For the 2024 projects proposed, when looking at adding curb and gutter or utilities, it disturbs the underlying subsoils which thereby kicks in the MCWD requirements. He observed that the pavement improvements the City had completed over the last few years have really improved the overall OCI of the City's streets.

Council member Dyvik stated that he would like to hear the outcome of the bonding tour next week before the Council makes a decision, because that outcome could change everything.

Reifsteck clarified that the only time crunch would be for completing surveys and pavement cores because once it snows, it is difficult to do some of that work. He noted that it appears as though there will be a stretch of good weather yet, so the Council could take the risk that they will not get snow until the middle of December. He reiterated that his only concern would be about trying to get some of the survey and core work done up front, and recalled the point raised by Weske that some of the engineering work would not be wasted regardless of what happens. He suggested that the Council authorize WSB to move forward with the pavement forensics and survey work, and then they could return with a proposal after the bonding tour and be prepared to make plans from there.

Council and staff discussed the work items that would be broken out and approved while they wait to see what happens with the bonding tour.

Reifsteck noted that they may not hear about the bonding tour results until the first of the year, so the pavement forensic work could be done to prepare design proposals, and then the information would be ready to pull off the shelf when the City is ready to move forward with construction.

Council member Dyvik asked what the pavement forensic work would tell them.

Reifsteck explained that the work would provide information regarding the thickness of the existing bituminous material and the thickness of the underlying gravel to determine whether there would be enough structure to support a road that can last 35 years with a reclaim project.

Council member Dyvik questioned whether the construction cost estimates were assuming that there are sufficient bases already in place; therefore, construction costs would rise if they find the roads do not have the bases needed.

Mayor Miner asked if the information depicted on the OCI map from 2023 was based on core samples or just visual inspections.

Reifsteck responded that the OCI map ratings were based on surface views of things like cracks and stress points.

Mayor Miner sought staff's opinion on going the route of moving forward with the forensics and the topography survey.

Weske voiced support for that approach as the information would be ready for later, if it is necessary to delay construction.

The Council discussed the current balance in the Pavement Management Fund and expectations of income from franchise fees.

*A motion was made by Joyce, seconded by Miner, to approve a Professional Service Agreement (OSA) with WSB for the topography survey and the pavement forensics, as presented for the 2024 Pavement Improvement Project scope. Ayes: all.*

Council member Dyvik inquired to what degree heavy equipment impacts the structural integrity of a road.

Reifsteck confirmed that it can definitely impact them, but most County roads are designed to support 10 tons.

Council member Dyvik referenced the Zvago project and the project along Martha Lane that both entailed use of heavy equipment. He suggested that staff take a look and do a visual inspection of the roadways.

Reifsteck offered to go take a look and mentioned that most of the time heavy equipment will start rutting a road versus cracking. He commented that he would not worry about cracks unless they begin doing what they call 'alligatoring'.

### **Approve Proposal by Telemetry and Process Controls, In c. (TPC) for Water Distribution System Upgrades**

Diercks presented a proposal from Telemetry and Process Controls to update the City's obsolete controls at the well houses, water tower and the associated equipment. The existing equipment had been installed in the early 2000's and has begun to have some problems over the last six months. He voiced his hope that the equipment upgrade would get the City another 25 to 30 years of operations, and anticipated that once ordered, equipment would take about six to 10 weeks to arrive.

Council member Dyvik asked if the City should obtain a competitive quote before moving forward.

Council member Joyce recalled that she thought the City was required to get a second quote at a certain dollar amount.

Diercks clarified that this would be under that threshold so they would not need to get a second quote.

Mayor Miner asked if there were other companies out there that provided this type of service.

Diercks explained that the reason the City went with TPC was that the company is very familiar with the existing system, which should make the transition as seamless as possible.

Council member Joyce wondered how long it would take the vendor to complete all the updates.

Diercks replied that he would expect the work would take anywhere between seven to 10 days.

Mayor Miner asked about funding for this upgrade.

Diercks responded that the upgrade would be allocated to the Water Fund 601 account.

Council member Dyvik reiterated that he would just like to see multiple bids on this type of expenditure.

Council member Joyce pointed out that there is value in a seamless transition with the same vendor.

Weske noted that the equipment upgrade will offer Public Works some remote capabilities so they would not necessarily need to drive in for a false alarm kind of situation.

*A motion was made by Miner, seconded by Joyce, to approve the proposal from Telemetry and Process Controls, Inc. (TPC) of Oakdale with the City of Long Lake's existing obsolete water tower level responsive automatic well pump's radio telemetry control, monitoring, alarm system with new remote login and control equipped with Allen-Bradley programmable logic controls (PLCs) and operator interface terminal (OITs) as quoted for \$54,409. Ayes: all.*

### **Approve Update of Water Meter Reading Equipment to the MRX-920 Receiver**

Diercks reviewed past discussions with the Council about upgrading the City's meter reading equipment and software. He recalled that the Council had approved everything but the MRX-920 receiver at their August 2, 2023 meeting; however, now that staff has spent time working with the equipment, they now feel that the MRX receiver is an operational necessity. He indicated that there had been some additional negotiations following the initial Council approval in August which created a savings of about \$3,290 that he is suggesting be used towards the purchase of the MRX receiver. He noted that he expects the new receiver will allow Public Works to take meter readings from the entire City in about 15 minutes versus the current four to five hours that the process takes.

Council member Dyvik expressed concern that there may be compatibility issues by using the new receiver and the older transmitters.

Diercks assured him that there would not be compatibility issues.

Council Dyvik added that he believed the receiver would be a good thing, but he felt the need for caution about the potential for planned obsolescence.

*A motion was made by Dyvik, seconded by Feldmann, to approve upgrading the current water meter reading equipment to the MRX-920 Receiver, as quoted. Ayes: all.*

**Resolution Authorizing Contracting with Long Lake Bakery MinneCafe (Owned by a City Council Member) for a Custom Cookie Order**

Weske announced that the City has the opportunity to present the Grand Avenue reconstruction project to the Minnesota House of Representatives Capital Investment Committee for consideration of funding during their upcoming bonding tour. He stated that it is customary for the City to provide light refreshments or treats at this type of event. Staff identified MinneCafe as a local company that could provide gourmet cookies with some custom Long Lake logo work and packaging and possibly some marketing such as naming them 'Grand Avenue Pothole' cookies. He explained that MinneCafe is actually owned by Council member Joyce, therefore the provisions of Minn. Stat. 471.87 through 471.89 for this type of situation. Staff recommends adoption of the Resolution authorizing the contract with MinneCafe, and Weske noted that Council member Joyce will need to sign an Affidavit of Official Interest in Claim form upon delivery of the goods contracted for.

Mayor Miner added that City Attorney Thames had provided information and guidance on this matter to assure the contract was legal and that all bases were covered.

Council member Joyce confirmed for the record that she would abstain from the vote on this item.

*A motion was made by Miner, seconded by Feldmann, to adopt Resolution No. 2023-44 authorizing contracting with a City Official in compliance with the provisions of Minn. Stat. 471.87 through 471.89 Ayes: Miner, Dyvik, and Feldmann. Abstained: Joyce. Motion carried.*

**Updates and Discussion Regarding Fire Department Matters**

Mayor Miner reported that there had been a lot going on over the last few weeks on this subject. A productive Future Fire Services meeting had been held last week. Senator Long, who represents the area just to the west, had been in attendance. Senator Kelly Morrison has been leading the charge to try to get a Legislative Task Force established for the 2024 session. One of the things the group discussed was determining what equipment each Department has and considering the possibilities for sharing that equipment.

Mayor Miner advised there will be a Fire Advisory Board meeting during the next week. Additionally, a court hearing will take place on November 8, 2023 at 1:00 pm with regard to the City of Long Lake v. City of Orono. Both Long Lake and Orono have executed a number of legal filings related to the case and those legal documents can be found on the City's website. He encouraged residents to look them over so they are up to date on what is happening. He added that Chief Heiland is working on interviewing and potentially hiring three new firefighters.

Council member Dyvik indicated that related to the Fire Advisory Board meeting, he had asked City Administrator Weske to schedule another meeting after Orono's request to talk more about the duty crew data. He noted that he was planning to reach out to the Orono representatives to share the proposed agenda for the meeting and ask them to give feedback on whether there was anything else they wanted to see discussed. He shared that his understanding was that their hesitancy to approve the budget was mainly related to the duty crew data, but the duty crew program has been in operation for a few months now so they have additional data on sign ups as well as response times. He reminded the Council that this was a pilot program and they were trying to determine what is gained from the duty crew model. Chief Heiland has observed that he thinks the duty crew program is going well and pretty much as he expected it would. Council member Dyvik stated that he is hoping the result of the upcoming meeting will be that Orono will approve the proposed 2024 budget.

A gentleman spoke from the audience and asked if he could speak to the Council.

Mayor Miner welcomed the individual to come to the podium and address the Council so everyone could hear him.

*Mike Bash, 1680 Bollum Lane* – Mr. Bash commented that he wanted to compliment the Long Lake City Council on their continued foresight in looking to the future, and shared that he has been very impressed with the Council's transparency surrounding the Fire Department issue as well. He asked what had happened to the negotiations on pricing between Long Lake and Orono; for example, he thought there was a conversation during which Orono had communicated to the City that they would pay them '\$X' amount for certain things, and then Long Lake had written back with a counter offer.

Council member Joyce believed Mr. Bash was referencing the last standing offer the Council had put out to Orono the previous January and clarified that particular offer was essentially never answered.

Mayor Miner stated that the letter the City wrote to Orono in January is available on the website, and at that time, Orono had advised the City that they were waiting for their needs assessment to be completed - which was done in May. There were some informal communications that came the City's way during that time, but Long Lake stuck with the option from the letter in January that they wanted Orono to join the City with a jointly operated Fire Department. He added that he would be attending the upcoming court hearing with City Attorney Thames, and would keep the Council updated.

Council member Joyce expressed her appreciation to the Long Lake Fire Department for hosting the Halloween 'Passport to Haunt' event and noted that she thinks the events that they sponsor are really special. Council member Dyvik added that his daughter had a really fun time with the 'Haunted Passport' activity at the event.

## **OTHER BUSINESS**

**Downtown Banner Redesign** – Council member Dyvik stated that he would like to reach out to the local designer who had designed the banners for the downtown area a few years ago because they are getting a bit worn. He mentioned that the City should consider refreshing them or coming up with something with a different design or message, and he suggested asking the designer to bring a proposal to the City.

**Congratulations to Orono Sports Teams** – Council member Dyvik congratulated the Orono Swim and Dive Team for their recent win at the State Championship and shared that they had beaten a school who had won the title for the last 10 years. He also congratulated the Orono Football Team who won their

section, have moved onto the State tournament, and will be playing later this week at Elk River. He believed that the Boys Soccer Team also placed second at State. Mr. Bash added that the Boys Cross Country Team placed fourth in the State and the Girls Cross Country Team finished in eighth or ninth place.

**Holiday Tree Lighting Event** – Council member Joyce indicated that the Park Board is working on getting their event application to City Clerk Moeller for the Holiday Tree Lighting Event, which will be held on December 8, 2023.

**ADJOURN**

*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 8:00 pm.*

Respectfully submitted,

Scott Weske  
City Administrator