

Mountain Lake City Council
Regular Council Meeting
Mountain Lake City Hall
Monday, Aug. 17 2015
6:30 p.m.

AGENDA

1. Meeting called to order by Mayor Mike Nelson
 - * Further information on agenda item is attached
2. Approval of Agenda and Consent Agenda
 - a. Bills: Check #'s 9917754-9917801; 398E*(1-5)
 - b. Approval of Payroll Checks #'s 61941-61973
 - c. Approval of Aug. 3 Council Minutes*(6-8)
 - d. Approval of July 9 Utility Commission Minutes*(9)
 - e. Approval of July 10/16, July 20, and July 29 EDA Minutes*(10-18)
 - f. Approval of July 13 Lake Commission Minutes*(19-20)
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the Council.
4. Oath of Office, Officer Will Pohlmann
5. Public Nuisance,
 - a. 1701 3rd Ave.
 - b. 1429 6th Ave.
6. Discussion of Items Presented to the Council at Aug. 3 Meeting
 - a. Police Dept.*(21-38)
 - b. Public Utilities*(29-41)
 - c. Building Permits*(42-54)
7. Jason Kruser, Mt. Lake Trail*(54A)
8. Small Cities Development Program (SCDP) Public Hearing*(55)
9. 2016 Draft Budget – separate packet
10. Administrator
 - a. Mt. Lake Public School Pool
 - b. Casey's/Trailhead Lease Agreement*(56-59)
 - c. Copier*(60-62)
 - d. Campground Wifi*(63-67)
 - e. Request to Purchase Land*(68)
 - f. FYI - Conservation Improvement Plan Rebates Effective 8/1/15*(69-79)
 - g. FYI – Affordable Care Act 'Cadillac Tax*(80-86)
 - h. FYI - City of Gaylord swimming pool*(87)
11. Adjourn

CITY OF MOUNTAIN LAKE

08/13/15 11:26 AM

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*August 17, 2015
mk
ck# 9917754
to
9917801*

August 2015

Check Amt Invoice Comment

10100 United Prairie			
Paid Chk# 9917754	8/3/2015	WESTERN COMMUNITY ACTION	
E 202-41400-434	Project Expense	\$12,615.66	GRANT-HOUSING REHAB
E 202-41400-434	Project Expense	\$1,408.24	GRANT-ADMIN FEES
Total WESTERN COMMUNITY ACTION		\$14,023.90	
Paid Chk# 9917755 8/10/2015 COMMISSIONER OF REVENUE			
G 101-21702	State Withholding	\$64.56	
Total COMMISSIONER OF REVENUE		\$64.56	
Paid Chk# 9917756 8/10/2015 INTERNAL REVENUE SERVICE			
G 101-21701	Federal Withholding	\$120.66	
G 101-21703	FICA Tax Withholding	\$862.92	
Total INTERNAL REVENUE SERVICE		\$983.58	
Paid Chk# 9917757 8/6/2015 AFLAC			
G 101-21713	AFLAC	\$192.74	
Total AFLAC		\$192.74	
Paid Chk# 9917758 8/6/2015 BCBS/HSA			
G 101-21714	HSA	\$371.17	
Total BCBS/HSA		\$371.17	
Paid Chk# 9917759 8/6/2015 COMMISSIONER OF REVENUE			
G 101-21702	State Withholding	\$745.29	
Total COMMISSIONER OF REVENUE		\$745.29	
Paid Chk# 9917760 8/6/2015 GISLASON & HUNTER			
G 101-21712	Garnishments	\$355.54	
Total GISLASON & HUNTER		\$355.54	
Paid Chk# 9917761 8/6/2015 INTERNAL REVENUE SERVICE			
G 101-21703	FICA Tax Withholding	\$2,369.78	
G 101-21701	Federal Withholding	\$1,648.73	
Total INTERNAL REVENUE SERVICE		\$4,018.51	
Paid Chk# 9917762 8/6/2015 LAW ENFORCEMENT LABOR SERV			
G 101-21711	PD UNION DUES	\$94.00	
Total LAW ENFORCEMENT LABOR SERV		\$94.00	
Paid Chk# 9917763 8/6/2015 PERA			
G 101-21704	PERA	\$3,732.02	
Total PERA		\$3,732.02	
Paid Chk# 9917764 8/6/2015 VALIC			
G 101-21705	VALIC	\$1,113.08	
Total VALIC		\$1,113.08	
Paid Chk# 9917765 8/14/2015 NICKEL CONSTRUCTION			
E 403-46300-434	Project Expense	\$6,000.00	LANDSCAPE AT POPD KERNS
Total NICKEL CONSTRUCTION		\$6,000.00	
Paid Chk# 9917766 8/14/2015 CARCHIOUS RODNEY			
E 608-46330-401	Repairs/Maint Buildings	\$46.20	JUNE MAINT AT APARTMENTS
E 607-46330-401	Repairs/Maint Buildings	\$23.80	JUNE MAINT AT APARTMENTS
Total CARCHIOUS RODNEY		\$70.00	

398E

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CITY OF MOUNTAIN LAKE

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August 2015

			Check Amt	Invoice	Comment
Paid Chk# 9917767 8/14/2015 DARON J. FRIESEN					
E 607-46330-402	Repairs/Maint- Ground		\$66.30		MOW HERITAGE ESTATES
E 609-46330-402	Repairs/Maint- Ground		\$315.00		MOW MASON MANOR
E 608-46330-402	Repairs/Maint- Ground		\$92.40		SPRAY WEEDS HERITAGE ESTATES
E 607-46330-402	Repairs/Maint- Ground		\$47.60		SPRAY WEEDS HERITAGE ESTATES
E 609-46330-402	Repairs/Maint- Ground		\$435.50		SPARY WEEDS, LANDSCAPE MASON MANOR
E 608-46330-402	Repairs/Maint- Ground		\$128.70		MOW HERITAGE EST
Total DARON J. FRIESEN			\$1,085.50		
Paid Chk# 9917768 8/14/2015 KDOM RADIO					
E 205-46500-343	Busnes Recrut/Comm Dev		\$423.00		ADS GOOD NEWS SPOTS
Total KDOM RADIO			\$423.00		
Paid Chk# 9917769 8/14/2015 NICKEL CONSTRUCTION					
E 608-46330-402	Repairs/Maint- Ground		\$259.23		PRUNING AT HERITAGE ESTATES
E 607-46330-402	Repairs/Maint- Ground		\$133.54		PRUNING AT HERITAGE ESTATES
E 609-46330-402	Repairs/Maint- Ground		\$149.59		PRUNING AT MASON MANOR
Total NICKEL CONSTRUCTION			\$542.36		
Paid Chk# 9917770 8/14/2015 NORTHLAND SECURITIES					
E 450-46300-434	Project Expense		\$2,200.00		TIF#1-8 DOWNTOWN PROJECT
Total NORTHLAND SECURITIES			\$2,200.00		
Paid Chk# 9917771 8/14/2015 SELECT ACCOUNT					
E 101-45200-141	Admin Fees-HSA		\$1.27		AUGUST HSA ADMIN FEES
E 101-46200-141	Admin Fees-HSA		\$1.26		AUGUST HSA ADMIN FEES
E 101-43100-141	Admin Fees-HSA		\$3.80		AUGUST HSA ADMIN FEES
E 211-45500-141	Admin Fees-HSA		\$2.11		AUGUST HSA ADMIN FEES
E 205-46500-141	Admin Fees-HSA		\$2.11		AUGUST HSA ADMIN FEES
E 101-42100-141	Admin Fees-HSA		\$8.44		AUGUST HSA ADMIN FEES
E 101-41400-141	Admin Fees-HSA		\$4.22		AUGUST HSA ADMIN FEES
Total SELECT ACCOUNT			\$23.21		
Paid Chk# 9917772 8/14/2015 ST JAMES ELECTRIC					
E 608-46330-401	Repairs/Maint Buildings		\$93.00		WORK AT APT 1619 & 1621
Total ST JAMES ELECTRIC			\$93.00		
Paid Chk# 9917773 8/14/2015 UCARE					
R 231-42154-34205	Ambulance Services		\$500.37		OVERPAYMENT-R.MARTINEZ DATE OF SERVICE 1-3-15
Total UCARE			\$500.37		
Paid Chk# 9917775 8/14/2015 NEW STAR SALES & SERVICE					
E 101-41110-200	Office Supplies	\$0.05	44395		MAYOR-COPIES ON COPY MACHINE 5/2/15 TO 8/1/15
E 101-41400-200	Office Supplies	\$147.20	44395		CITY-COPIES ON COPY MACHINE 5/2/15 TO 8/1/15
E 205-46500-200	Office Supplies	\$96.79	44395		EDA-COPIES ON COPY MACHINE 5/2/15 TO 8/1/15
E 101-42100-200	Office Supplies	\$0.02	44395		PD-COPIES ON COPY MACHINE 5/2/15 TO 8/1/15
Total NEW STAR SALES & SERVICE			\$244.06		
Paid Chk# 9917776 8/14/2015 NEW STAR SALES & SERVICE					
E 205-46500-200	Office Supplies	\$16.25	44396		EDA-COPIES ON COLOR PRINTER 4-23-15 TO 7-23-15
E 101-41400-200	Office Supplies	\$679.09	44396		CITY-COPIES ON COLOR PRINTER 4-23-15 TO 7-23-15
Total NEW STAR SALES & SERVICE			\$695.34		
Paid Chk# 9917777 8/14/2015 COUNTRY PRIDE SERVICES					
E 101-45200-212	Motor Fuels		\$232.52		PARKS GAS

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			Check Amt	Invoice	Comment
E 101-42100-212	Motor Fuels		\$686.09		PD-CHARGER GAS
E 101-43100-212	Motor Fuels		\$602.03		ST DEPT GAS
E 221-42200-212	Motor Fuels		\$87.00		FIRE DEPT GAS
E 221-42200-430	Miscellaneous		\$12.80		WATER-FIRE DEPT
E 101-43100-212	Motor Fuels		(\$19.85)		CREDIT
E 231-42154-212	Motor Fuels		\$266.38		AMB DIESEL
E 101-45200-404	Repairs/Maint Machinery/Equip		\$10.00	090249	LAWNMOWER TIRE REPAIR
E 101-42100-430	Miscellaneous		\$6.94	145504	PD-LASH STRAP
E 101-43100-430	Miscellaneous		\$49.33	146025,14650	MARKING PAINT,SCREWS,WOOD
E 101-46200-220	Repair/Maint Supply		\$99.75	146086,14607	SNAP HOOK,NYLON CORD-CEMETERY
E 608-46330-401	Repairs/Maint Buildings		\$679.37	146183	WATER HEATER-STOESZ APT
E 101-45186-220	Repair/Maint Supply		\$133.70	146221,14635	CLEANER,WORK ON AC-COMM CTR
E 101-45183-401	Repairs/Maint Buildings		\$27.77	146250	SHOWER CURTAIN-CAMPGROUND
E 101-41400-401	Repairs/Maint Buildings		\$106.07	146351	AC WORK-CITY HALL
Total COUNTRY PRIDE SERVICES			\$2,979.90		
Paid Chk# 9917778 8/14/2015 ALPHA WIRELESS COMMUNICATIONS					
E 231-42154-323	Radio-monthly service contract		\$44.00	678267	AUG AMB RADIO MAINT
E 221-42200-323	Radio-monthly service contract		\$36.00	678267	AUG FD RADIO MAINT
Total ALPHA WIRELESS COMMUNICATIONS			\$80.00		
Paid Chk# 9917779 8/14/2015 AMERIPRIDE					
E 101-41400-401	Repairs/Maint Buildings		\$41.23	2800524744	MATS FOR CITY HALL
E 101-43100-215	Shop Supplies		\$28.71	2800524744	TOWELS FOR ST DEPT
Total AMERIPRIDE			\$69.94		
Paid Chk# 9917780 8/14/2015 BOLTON & MENK INC.					
E 202-49400-434	Project Expense		\$594.15	0180792	ENGINEERING-WELL #7
Total BOLTON & MENK INC.			\$594.15		
Paid Chk# 9917781 8/14/2015 BORDER STATES ELECTRIC					
E 231-42154-401	Repairs/Maint Buildings		\$270.75	909744457	BULBS FOR AMBULANCE HALL
Total BORDER STATES ELECTRIC			\$270.75		
Paid Chk# 9917782 8/14/2015 BOUND TREE MEDICAL					
E 231-42154-404	Repairs/Maint Machinery/Equip		\$569.91	81864072	BACKBOARDS & AMB SUPPLIES
Total BOUND TREE MEDICAL			\$569.91		
Paid Chk# 9917783 8/14/2015 CASEYS-CREDIT CARD DEPARTMENT					
E 101-43100-212	Motor Fuels		\$115.25		ST DEPT GAS
E 101-00000-430	Miscellaneous		\$152.56		UT GAS-BILLED THEM
E 101-45200-212	Motor Fuels		\$111.22		PARKS GAS
E 205-46500-430	Miscellaneous		\$26.25	7/10/15	EDA MTG LUNCH
Total CASEYS-CREDIT CARD DEPARTMENT			\$405.28		
Paid Chk# 9917784 8/14/2015 EARL F. ANDERSON					
E 101-00000-430	Miscellaneous		\$396.60	0108568-IN	SIGNS-BIKE ROUTE
Total EARL F. ANDERSON			\$396.60		
Paid Chk# 9917785 8/14/2015 EXPERT T BILLING					
E 231-42154-300	Professional Svcs		\$468.00		JULY AMB BILLING
Total EXPERT T BILLING			\$468.00		
Paid Chk# 9917786 8/14/2015 HOMETOWN SANITATION SERVICE					
E 101-45183-384	Refuse/Garbage Disposal		\$120.00	139133	AUGUST GARBAGE AT CAMPGROUND
Total HOMETOWN SANITATION SERVICE			\$120.00		

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Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
Paid Chk# 9917787	8/14/2015	HUMANA HEALTH CARE PLANS			
		R 231-42154-34205 Ambulance Services	\$37.64		REFUND JOANNE KLASSEN AMB RUN ON 8-30-14
		Total HUMANA HEALTH CARE PLANS	\$37.64		
Paid Chk# 9917788	8/14/2015	INGRAM			
		E 211-45500-590 Capital Outlay Books	\$283.34		LIBRARY BOOKS
		Total INGRAM	\$283.34		
Paid Chk# 9917789	8/14/2015	KDOM RADIO			
		E 101-00000-430 Miscellaneous	\$28.00	540150736573	MONTHLY ADV
		Total KDOM RADIO	\$28.00		
Paid Chk# 9917790	8/14/2015	MCLAUGHLIN AND SCHULTZ			
		E 101-43121-224 Street Maint Materials	\$2,025.67		TAR-15TH ST, 6TH ST, CITY HALL ALLEY, 4TH AVE
		Total MCLAUGHLIN AND SCHULTZ	\$2,025.67		
Paid Chk# 9917791	8/14/2015	MODERN MARKETING			
		E 101-42100-430 Miscellaneous	\$216.84	MMI110474	PD-ACTIVITY CARDS
		Total MODERN MARKETING	\$216.84		
Paid Chk# 9917792	8/14/2015	MOUNTAIN LAKE PUBLIC SCHOOL			
		E 101-45137-210 Operating Supplies	\$1,640.22		2ND QTR 2015 DONATION FOR SWIMMING POOL
		Total MOUNTAIN LAKE PUBLIC SCHOOL	\$1,640.22		
Paid Chk# 9917793	8/14/2015	NEW STAR SALES & SERVICE			
		E 101-41400-310 Computer Contract Services	\$1,490.91	44428	15 HOURS COMPUTER SERVICE CONTRACT
		Total NEW STAR SALES & SERVICE	\$1,490.91		
Paid Chk# 9917794	8/14/2015	NICKEL CONSTRUCTION			
		E 101-41400-401 Repairs/Maint Buildings	\$213.75	15085	PRUNE BUSHES AROUND CITY HALL
		Total NICKEL CONSTRUCTION	\$213.75		
Paid Chk# 9917795	8/14/2015	PEST PRO			
		E 101-41400-401 Repairs/Maint Buildings	\$77.36	870715	QUARTERLY SERVICE AT CITY HALL
		Total PEST PRO	\$77.36		
Paid Chk# 9917796	8/14/2015	PETERSON DRUG & GIFTS			
		E 211-45500-220 Repair/Maint Supply	\$19.84	418056	LIBRARY CLEANING SUPPLIES
		Total PETERSON DRUG & GIFTS	\$19.84		
Paid Chk# 9917797	8/14/2015	PRAXAIR			
		E 231-42154-210 Operating Supplies	\$149.41	53395001	AMB OXYGEN
		Total PRAXAIR	\$149.41		
Paid Chk# 9917798	8/14/2015	SWWC SERVICE COOPERATIVES			
		E 101-45200-131 Employer Paid Health	\$642.10		SEPTEMBER HEALTH INS-PARKS DEPT
		E 205-46500-131 Employer Paid Health	\$1,070.16		SEPTEMBER HEALTH INS-EDA
		E 101-46200-131 Employer Paid Health	\$642.10		SEPTEMBER HEALTH INS-CEMETERY
		E 101-42100-135 Employer Paid Other	\$366.00		SEPTEMBER HEALTH INS-BRIAN LUNZ
		E 211-45500-131 Employer Paid Health	\$1,070.16		SEPTEMBER HEALTH INS-LIBRARY
		E 101-43100-131 Employer Paid Health	\$1,926.28		SEPTEMBER HEALTH INS-ST DEPT
		E 101-41400-131 Employer Paid Health	\$2,140.32		SEPTEMBER HEALTH INS-OFFICE
		E 101-42100-131 Employer Paid Health	\$2,473.38		SEPTEMBER HEALTH INS-POLICE DEPT
		E 101-42100-135 Employer Paid Other	\$366.00		SEPTEMBER HEALTH INS-KEN BRADFORD
		Total SWWC SERVICE COOPERATIVES	\$10,696.50		
Paid Chk# 9917799	8/14/2015	TAYLOR NESMOE			

CITY OF MOUNTAIN LAKE
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	Check Amt	Invoice	Comment
E 221-42200-404 Repairs/Maint Machinery/Equip	\$70.00	934022	REPAIR FIRE DEPT CHOP SAW
Total TAYLOR NESMOE	\$70.00		
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Paid Chk# 9917800 8/14/2015 TITAN PRO			
E 101-45200-402 Repairs/Maint- Ground	\$211.84	20121	24D & GLYPHOSATE-PARKS
Total TITAN PRO	\$211.84		
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Paid Chk# 9917801 8/14/2015 UCARE			
R 231-42154-34205 Ambulance Services	\$500.37		OVERPAYMENT-R.MARTINEZ DATE OF SERVICE 3/3/15
Total UCARE	\$500.37		
10100 United Prairie	\$61,187.45		

Fund Summary

<u>10100 United Prairie</u>	
101 GENERAL FUND	\$29,876.53
202 2014 SMALL CITIES DEVELOP PROG	\$14,618.05
205 ECONOMIC DEVELOPMENT AUTHORITY	\$1,634.56
211 LIBRARY FUND	\$1,375.45
221 FIRE DEPT FUND	\$205.80
231 AMBULANCE FUND	\$2,806.83
403 POPD KERNS CONST ACCT	\$6,000.00
450 DOWNTOWN-ROSS PROJECT	\$2,200.00
607 EDA----4 PLEX FUND	\$271.24
608 EDA----8 PLEX FUND	\$1,298.90
609 EDA-- MASON MANOR	\$900.09
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	\$61,187.45

Paid Chk# 000398E 8/6/2015 UNITED PRAIRIE BANK		
G 609-22800 Notes Payable - Current	\$415.17	MASON MANOR-PRINC PAYMENT
E 609-46330-610 Interest	\$875.36	MASON MANOR-INTEREST PAYMENT
Total UNITED PRAIRIE BANK	\$1,290.53	

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DRAFT
Mountain Lake City Council
Regular Council Meeting
Mountain Lake City Hall
Monday, Aug. 3, 2015
6:30 p.m.

Members Present: Mike Nelson, Darla Kruser, Dana Kass, David Savage, Andrew Ysker

Members Absent: None

Staff Present: Wendy Meyer, Clerk/Administrator; Matt Muske, Muske, Muske and Suhrhoff; Doug Bristol, Chief of Police

Others Present: Rusty Fifield, Northland Securities; Gloria McKissick; Doug Regehr

Call to Order

Mayor Nelson called the meeting to order at 6:30 p.m.

Agenda and Consent Agenda

Motion by Kass, seconded by Savage, to add 6b, Third Ave. Auto, 6c, 1429 6th Ave. and 8b, trail to the agenda. Motion carried unanimously. Motion by Ysker, seconded by Savage, to approve the consent agenda as presented and adopt the agenda as amended. Motion carried unanimously.

Bills: Check #'s 17683 – 17754

Payroll Checks #'s 961941-

Approval of July 20 Council Minutes

Adoption of Resolutions #20-15, #21-15 & #22-15 *Attaching Private Sewer Line Replacement Costs**

Public

Three statements presented earlier in the day at city hall by Gloria McKissick were acknowledged. The statements concerned a neighbor's dog, utility bills and building permits. City staff will research the issues for discussion at the Aug. 17 council meeting.

2015A G. O. Refunding Bonds, \$885,000

The city is calling and re-issuing three bonds 2009A, Sewer Revenue Bond of 2001 and 2007C. Rusty Fifield, Northland Securities, reviewed the Standard and Poor's rating summary and bond sale summary with the council. While the city's credit rating was raised from A to A+ the 2015A bonds' interest rate was higher than anticipated. This reduced the savings somewhat but will still

save the city \$41,864 (net present value savings). True Interest Cost was 2.77%. The reasons behind the credit rating upgrade and the higher interest rates were reviewed. Motion by Ysker, seconded by Kruser, to adopt Resolution #23-15 Providing for the Issuance and Sale of \$885,000 General Obligation Refunding Bonds, Series 2015A, Pledging for the Security Thereof Net Revenues and Special and Assessments and Levying a Tax for the Payment thereof. Motion carried unanimously.

Public Nuisance, 1701 3rd Ave.

The owner was not present. By consensus the council agreed that the property owner must attend the Aug. 17 council meeting or a criminal citation will be issued.

Third Ave. Auto

By consensus the council agreed that the property owner will be issued an administrative ticket for a pile of tires.

1429 6th Ave.

The owner needs to install a camper pad but is asking to be allowed to wait until electric utility work is done in the back yard. The administrator will contact the electrical superintendent; the matter will be discussed at the Aug. 17 council meeting.

2015 Budget Review

Expenses and revenues through July 20 were reviewed.

2016 Budget Discussion

The Small Cities Assistance Account payments were discussed. The city will be receiving \$30,852 in 2015. The account, funded by the 2015 MN legislature, provides one-time money to cities that do not receive municipal state aid because they do not meet the 5000 population eligibility threshold for the dedicated funds. City staff intends to use this money in 2016 increasing the amount of seal coating and crack filling work to be done.

The cost of installing light emitting diodes (LED) bulbs in existing street lights was discussed. Estimated total cost is \$120,000. Energy savings and Conservation Improvement Plan (CIP) rebates were discussed. By consensus the council agreed to include \$25,000 in the 2016 budget for street light replacement.

Replacing the black and white copier/printer/scanner and color printer were discussed. The administrator will gather additional information for the next council meeting.

In 2016 the city will be in the final year of a three year contract with its unions. By consensus it was agreed that the increase set by union contract will be used for all 2016 city employee increases.

The city is a member of the Southwest/West Center Educational Cooperative health insurance group. The group holds its annual meeting on Aug. 10 at which time any premium increases will be announced.

Mt. Lake Public School Pool

The city received the second quarter billing for \$1,640.22 from the school district. The city has agreed to contribute up to \$15,000 per year to operation and maintenance of the pool.

Mt. Lake Trail

Nelson announced that an agreement with Randy and Ronda Sawatzky has been signed adding a rustic path loop on their property northwest of the lake and adjacent to city and MN Dept. of Natural Resources (DNR) property to the trail system. The property has a permanent Reinvest In Minnesota (RIM) easement therefore no gravelling or hard surfacing is allowed; only occasional mowing. Three other 'rustic paths' have also been mowed.

Several e-mails from Rachel Yoder were discussed. The administrator will follow up with Yoder and the MN Dept. of Natural Resources (DNR).

Adjourn

Nelson adjourned the meeting at 8:08 p.m.

ATTEST:

Wendy Meyer, Clerk/Administrator



REGULAR UTILITIES COMMISSION MEETING
THURSDAY, JULY 9, 2015
7:00 A.M.

PRESENT: Mark Langland
Todd Johnson
John Carrison
Mike Johnson
Brett Lohrenz

ABSENT: David Savage-City Council Liaison

Staff: Lynda Cowell - Utilities Office Manager
Wendy Meyer - City Administrator
Dave Watkins - Water/Wastewater
Kevin Krahn - Water/Wastewater Supt.

Others: None

Mark Langland - Chairman called the regular meeting of the Utilities commission for July 9, 2015 to order at 7:00 a.m.

1. Minutes and Bills: Motion by Mike Johnson seconded by Brett Lohrenz to accept the minutes and bills as presented. Motion carried. Checks #15378-15448.
2. Water/Wastewater Department/Electric Department:

Capital Improvement Update: Wendy presented the Draft 2016 Capital Improvement Plan. Many of the items are ongoing, the biggest project for the Water/Wastewater department is the wastewater treatment upgrades and for the Electric department is the Sub-station /5 engines upgrades.

3. Office:

Uniform Statewide contract for Cogeneration & Small power production facilities: Motion by Todd Johnson seconded by John Carrison to approve the Uniform Statewide contract for Cogeneration & Small power production facilities for Steve and Judy Harder, Jubilee Fruits & Vegetables. Motion carried.

Adjustments: FYI

Reimbursement for bad water put in private pools: Motion by Brett Lohrenz seconded by Mike Johnson to be reimbursement three persons that have come forward about bad (green) water in their pools that occurred because of trouble at the water plant. Motion carried

Utility Bills to be attached to taxes: Motion by Mike Johnson seconded by Brett Lohrenz to attach 5 utility bills to their taxes because of lack of payment. Motion carried.

Meeting adjourned.

REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY

July 10, 2015
12:00 Noon

PRESENT: Vern Peterson, Brian Harder, Mike Nelson, Steve Syverson, Jerry Haberman, Steve Syverson, and Clara Johnson and Brad Hanson, Advisors

ABSENT: Mark Hanson and Darla Kruser

STAFF PRESENT: Rob Anderson and Marva Ott

CITY ADMINISTRATOR: Wendy Meyer

GUESTS: Cheryl Hiebert, O/A

1. Call to Order: Vern called the meeting to order.
2. Consent Agenda. Motion made and seconded by Mike and Brian to approve the minutes, bills and financials as presented. Carried.
3. JSK Bridal Shop project: Rob informed the board that the remodeling is going strong and it should be really nice when it's finished. Klassen's have signed the Contract for Deed and it just needs to be recorded now. They plan on opening on July 25th.
4. Custom Motors: Bill made June and July payments. He is trying to buy the building with the help of his son and should know for sure by the end of July when that can be done. Bill would like a couple of changes to the lease agreement including having the payment due on the 15th instead of the 1st; assessing the late fee on the 22nd and extending the number of days to eviction from 20 to 30 days. The board discussed several things and afterwards a motion was made and seconded by Brian and Jerry to approve the changes requested. Carried.
5. TIF District 1-8:
 - a. Budget and Financing: Rob went through the assumptions on \$1 million project for sources and uses of funds including asking the city for \$125,000.00, the EDA for \$125,000.00 and doing GO Bonds for the remainder \$750,000.00. If we finance over 26 years the total would be \$1,310,105.00. The TIF should generate about \$400,000.00 so we would need \$2,878.27 per month rents not including taxes and insurance to cover the bond payments. If we do apartments above then the costs would go up. The board also discussed letter received from a citizen. There will be a public hearing on July 20th for the public to voice any concerns then. No action.
 - b. Property purchases: closing will be on July 21st for these properties at a cost of \$77,503.02.

- c. Phase 2 Environmental Study-Caltha: Cost would be \$5,450.00 plus extra for soil and other samples. Motion by Mike and seconded by Steve to approve the Phase 2. Carried. The board also discussed if the study should be done before the closing date on the properties in case there are issues with the study. Rob was directed to speak with Caltha to see if they know of any superfunds available to help with clean up if necessary. If there are issues we need to know what the costs are for cleanup prior to purchase if possible.
 - d. Architect bids: Two bids were received including one from Falls Architects in the amount of \$5,500.00 for demo and \$10,500 for conceptual and the other from Brunton Architects in the amount of \$15,345.00 for demo and \$11,000.00 for conceptual. Falls is well below Brunton on the demolition. Brunton has been used by the city before and they have stated that they may have people interested in being developers for this project. After more discussion including trying to get local contractors to bid on the demolition, the board directed Rob to speak with Brunton to see if they would consider lowering their bid on the demolition or just be willing to do the conceptual portion. Board will wait to decide on this until an answer can be obtained. Meeting will be recessed till July 16th at noon.
 - e. July 20th at noon will be the public hearing for doing the TIF redevelopment on the properties.
 - f. Other: Mike talked about the possibility of moving the old depot (Hanson duplex) to the Heritage Village property instead of demolishing it. He stated that the Village doesn't have the funds to move it and wondered if the EDA would be willing to take the funds that would have been used for demolition and put towards the cost of moving it. The board discussed getting bids with and without that building included in the costs.
6. Fulda Credit Union: Rob stated that they are interested in possibly looking at Dilly's property for a temporary location and Dilly is willing to remodel his building to suit them if the EDA would help with grant money. The board agreed to help.
 7. Pop'd Kerns flooring issue: Rob presented the quote from Holts on doing a portion of the floor with the acrylic to see if this would hold up to the washing procedure. The contractor has stated that he isn't willing to re-do the floor a third time as he believes it's not his product but that the cement wasn't done correctly. Wilcon doesn't agree with that but no one knows for sure. The total area that would need to be done if Holt's product works is 5000 sq. ft. Cost for 751 sq. ft. area is \$2,460.00. Several things were discussed including the methods used for cleaning, etc. Mike made a motion to go ahead with having Holts try the small area with the acrylic product and Vern seconded. Motion carried. Rob stated that the building water issues have now been resolved since the landscaping is complete.

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8. Industrial Park Planning: nothing new to report.
9. Daycare: The construction committee visited the Mennonite Church property and it would work but would cost quite a bit to remodel. Several minutes were spent discussing options after which it was decided that we should form a committee to look at the daycare situation and ask Bill Strom to be a part of that committee. Bill will be asked to come to the special meeting on the 16th. Another option suggested was to ask the Christian school if they would consider using a part of their building as a public daycare.
10. Lakeview Estate Lots: Rob informed the board that he tried to contact both the Puente's and the Dick's about what their plans are for building on their lots or if they need extensions but haven't been able to get in touch with them.
11. Heritage Estates:
 - a. Garage door damage at Apt. 407-Marva stated that the door jamb for the garage has damage and showed pictures of how it was pulled away from the building. No one seems to know how the damage occurred but Dilly said it looked like it was slowly run into. Deductible would be \$1,000.00 and Dilly is supposed to get an estimate on fixing it.
 - b. Landscape quote for replacing bushes is \$775.00. Motion made and seconded by Steve and Jerry to approve the replacements quoted. Carried.
 - c. Lexy Hudson at Mason Manor is requesting by letter a rent freeze of \$650.00 due to being on a fixed income. The board discussed this and due to rising costs of maintenance and other expenses they have decided to leave the increase in place.
12. General Discussion:
 - a. MSG has invited the board to tour the new addition after the meeting today. Some board members will go and some asked to do it another time.
 - b. Next regular meeting will be August 14th.
 - c. Other: nothing discussed.
13. Meeting is recessed until July 16th at noon.

Continuation of EDA meeting on July 10, 2015

Date: July 16, 2015

BOARD PRESENT: Darla Kruser, Mark Hanson, Mike Nelson, Brian Harder, Steve Syverson and Jerry Haberman and Clara Johnson, Advisor

ABSENT: Vern Peterson, and Brad Hanson, Advisor

STAFF: Rob Anderson and Marva Ott

CITY ADMINISTRATOR: Wendy Meyer

GUESTS: Randy Sawatzky-Pop'd Kerns, John Holt-Holt's Cleaning and Tim Swoboda-Good Sam/Mt. Lake Foundation representative

1. Mark called the meeting to order and stated that this is a continuation of the meeting on July 10th which had been recessed in order to obtain additional information for the board's consideration.
2. Pop'd Kerns Floor issue: Rob gave a brief overview of the flooring issues that have occurred at Pop'd Kerns. Holts have given a quote to do a small area to see if they can resolve the issue. Randy S. spoke of the problem they have had from day one and his thoughts of fixing it with the Holt's product. John H. also spoke of the problem he feels is the floor not being properly prepared before and that is why it has failed. He feels his product is better and that it will hold up. He also says he has better solution for Pop'd Kerns to clean the floor. The total area that would need to be done is 4800 sq. ft. plus the cove. After more questions and discussions a motion was made and seconded by Steve and Mike to approve having Holts do the small quoted area and see what happens. Carried.
3. Daycare: Tim Swoboda was present representing the Mt. Lake Foundation/Good Sam. Bill Strom was also asked to attend but was unable to. Rob got a name of a person who may be interested in running/working at a daycare. Her name is Becky Hanson and she told Rob she would be interested but would need a facility and would like to start small and see how it goes. She would also need another person to help her. Tim spoke of the daycare issues with employees at Good Sam and said it is a real problem. He also stated that the Community Asset Foundation may be interested in exploring the daycare options with the community. We also need to talk to the school board and see what their thoughts are and if they are open to working with us. The board discussed several options. Rob was directed to contact the owner of the Elizabeth House to see if he would be willing to sell the building and what he would want for it. There was also discussion about the Mennonite Church building to rehab it but it is determined to be cost prohibitive to do this. Rob will put an ad in the paper

and on the website about needing daycare providers and see if anyone responds. We should also talk to other area towns to see what they are doing regarding daycare. We need to keep in contact with the school and see if we can work on this with them. A suggestion was made to contact the Christian School to see if they would be open to using part of their school as a community daycare. Rob will contact Bev Boike or Pam Anderson to see if they can tell them how many children the Elizabeth House could hold. The Elizabeth House closed due to lack of funding and not charging enough to cover expenses. Tim will talk to the school board.

4. General Discussion:

b: Dollar General is requesting an extension of 150 days for inspection of the property for their new store from May 8th. They are also looking at another property. Motion made and seconded by Brian and Darla to approve their request for the extension to 150 days. Motion carried.

c: TIF: Phase 2 memo from Caltha stated that we need to get the chemicals out of the property as soon as possible before they come to do the next phase of the study. Don Ross needs to take care of this as he is the owner and it could be very costly. The board discussed several options on what to do and if the cleanup costs could be part of the TIF or the EDA could pay for it and use it as part of their contribution. Rob was directed to speak with Don Ross and let him know what needs to be done. The board discussed whether to postpone the purchase until we get the environmental report back. After more discussion a motion was made and seconded by Jerry and Steve to postpone the purchase of the Ross property. Motion carried with Mark abstaining. We will close on the other properties as previously planned.

d: Architect demo bid: Brunton stated that they can reduce their fee approximately \$2,500.00 but they would still be \$7,000.00 higher than the Falls company. Brunton would also be open to doing just the conceptual portion if we want. After more discussion, the board has opted to wait on awarding bids at this time till more information is received about the Phase 2 report.

5. Nothing further. Meeting Adjourned.

SPECIAL MEETING
ECONOMIC DEVELOPMENT AUTHORITY

July 20, 2015
12:00 Noon

PRESENT: Darla Kruser, Mike Nelson, Mark Hanson, Vern Peterson, Brian Harder, Jerry Haberman, and Clara Johnson and Brad Hanson, Advisors

ABSENT: Steve Syverson

STAFF PRESENT: Rob Anderson and Marva Ott

CITY ADMINISTRATOR: Wendy Meyer

GUESTS: Cheryl Hiebert-Observer/Advocate; Jessica Green and Rusty Fifield-Northland Securities; Diane Harder, Betty Lou Ratzloff, Adam Sayles, Curt Fast and Wendy Becker

1. Call to Order: Mark called the meeting to order. Mark stated that the purpose of the meeting was to establish TIF District No. 1-8 within Redevelopment project No. 1 and to create a new TIF District No. 2. Rusty explained why we need to do this and how. The EDA is just recommending to the council that they approve this. The council will approve it tonight at their meeting. Things that are to be considered are as follows:
 - a. Consider approval of Resolution Approving Economic Development District No. 2.
 - b. Consider approval of Resolution Approving Modified Redevelopment Project No. 1 and Establishing TIF District No. 1-8 within Redevelopment Project No. 1 and approving the Adoption of the Modified Redevelopment Plan and Tax Increment Financing Plan Related thereto.
 - c. Consider approval of Resolution Approving the Terms of a \$250,000.00 Tax Increment Interfund Loan in Connection with Tax Increment Financing District No. 1-8 within Redevelopment Project No. 1.

Mark then closed the EDA meeting and opened the public hearing portion of the meeting for establishing TIF District #2.

2. Public Hearing: Adam Sayles asked to speak while Curt Fast handed out information to the board and public. Adam feels that the public needs to vote on tearing down the buildings in the project area in a referendum. He mentioned several issues regarding the Ross building and the old depot. Several comments were expressed from the public. Curt Fast stated that he would like to purchase and restore the building next to 10th Street Pickers. Mark did remind the public that this meeting was only for establishing the TIF District. Diane Harder asked about making sure private people can still buy all the properties and it wouldn't affect the establishment of the TIF. At this time the public meeting was closed and Mark called an executive session of the EDA board asked everyone who was not a board or staff member to leave the meeting. He did ask that Rusty and Jessica stay also. The board discussed several things but no action was taken during this executive session.

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The Executive Session was then closed and the EDA meeting was re-opened.

- As to the Consideration to approve the Resolution Approving Economic Development District No. 2 a motion was made and seconded by Jerry and Mike to approve. Carried.
 - As to Consideration to approval of Resolution Approving Modified Redevelopment Project No. 1 and Establishing TIF District No. 1-8 within Redevelopment Project No. 1 and approving the Adoption of the Modified Redevelopment Plan and Tax Increment Financing Plan Related thereto a motion was made and seconded by Brian and Vern to approve. Carried.
 - As to Consideration to approval of Resolution Approving the Terms of a \$250,000.00 Tax Increment Interfund Loan in Connection with Tax Increment Financing District No. 1-8 within Redevelopment Project No. 1 a motion was made and seconded by Jerry and Darla to approve. Carried.
3. The City Council Hearing is tonight at 6:30 and all EDA board members were encouraged to attend.
4. Other: Motion was made and seconded by Jerry and Mike to rescind the motion from the previous meeting to put off closing on the Ross property until environmental study phase 2 could be done. Carried. Motion then made by Brian and seconded by Jerry to go ahead with the purchase of all 4 properties including the Ross property as planned for tomorrow. Carried. Several questions were asked and discussed regarding the potential environmental issues.
Dave Dodge may also need more time to clean out his building. The board will consider this if necessary.

Nothing further. Meeting adjourned. Board members were again reminded to attend the city council meeting tonight at 6:30.

SPECIAL MEETING
ECONOMIC DEVELOPMENT AUTHORITY

July 29, 2015

12:00 Noon

PRESENT: Vern Peterson, Jerry Haberman, Mike Nelson, Brian Harder, Darla Kruser and Clara Johnson, Advisor

ABSENT: Steve Syverson, Mark Hanson and Brad Hanson, Advisor

STAFF PRESENT: Rob Anderson and Marva Ott

CITY ADMINISTRATOR: Wendy Meyer

GUESTS: Cheryl Hiebert-Observer/Advocate; Dean Janzen

1. Call to Order: Vern called the meeting to order. An addition was made to the agenda to discuss the daycare situation in Mt. Lake.
2. Downtown TIF Redevelopment Project/Future Plans/Discussion regarding the Sharon T. or Hat Shop building. Rob told the board that the city council had approved moving forward with the TIF at their council meeting. There is community discussion ongoing regarding the "Hat Shop" building and that there appears to be an interested party wanting to buy the building and rehab it for an individual who wants to put a business in it. Mike updated the board on the numerous calls and visits he has received from people regarding that building. The board discussed the building issues that need to be addressed to bring it up to code and the cost of what we would want for it if we decide to sell it to a private developer. The building has severe mold and mildew issues; whoever would buy it to rehab would have to hire an architect to do a plan to bring it up to code. This is State Law, not city law. An air quality test would also have to be done prior to anyone occupying the building. Steve Carson, the building inspector has estimated that it would cost a minimum of \$45,000.00 to bring it up to code and that doesn't include hiring an architect or remodeling costs. The board would encourage any interested buyer to talk with Steve Carson before buying the building. Several ideas were discussed by the board. After more discussion Mike made a motion to have Rob do a letter spelling out what we would sell the building for and what it would cost to get it up to state code. Darla seconded the motion. Discussion and comments continued from the board and the audience. The board discussed if they do decide to sell the building that the buyer would have to commence the work within so many months and complete the work in so many months. They would also have to work with the building inspector. The discussion continued that we need to put a timeline on it and not let it drag on. Rob gave the board an update on the Phase II study- all preliminary findings have been done. They took 3 soil samples and found there is some contamination. They also did 3 water tests but they were sent to a lab for analysis. No major problems are expected. Mike then amended his motion to include a timeline of the work needing to be started within 30 days and completed in 6 months. The offer will only be valid for 2 weeks. Rob was directed to itemize all building code issues that need to be corrected, an architect would need to be hired; and to work with the building inspector. Contractor would have to have a

commercial license to do the work. The board will agree to sell the building for the money they have into it if all other conditions are met. There would be no refunds given if the buyer decides not to move forward with rehab. Offer is only good till our next board meeting on August 14th. We would have to advertise for a public hearing in the paper before we sell it so that wouldn't be able to be done till September 1st. Motion carried.

3. Daycare Issues: no new developments yet. The EDA will support anyone who wants to operate or start a daycare. Tim Swoboda and the school will also support coming up with a new plan. Bill Strom said he is not interested in losing the school daycare but will support other daycare options. Rob will put an ad in the paper for a daycare facilitator/operator. It was suggested that we have a daycare committee work on this issue. Darla, Mike and Vern will be on the committee and Tim Swoboda and school board members will also be asked and possibly chamber board members. Rob will set a meeting date as soon as possible and contact all parties.
4. Other: Rob told the board that a Fulda Credit Union representative will be coming tomorrow to look at Dilly's building to see if that will work as a temporary location but they are also interested in a new building. Another business is also interested in the new building but would like a temporary location also. Rob also told the board that he spoke with the Community Asset Foundation and they are very interested in the Downtown Project and also the daycare project but they need more financial numbers to look at. They are especially interested that we have TIF and business prospects already and may be a source for us to use as developer/owner of the new building. Industrial Park Planning was briefly discussed but nothing new to report yet.
5. Nothing further. Meeting adjourned.

**Regular Lake Commission Meeting
Monday, July 13, 2015**

Members Present: Jim Peterson, Jay Schied, Heather Funk, Dave Bucklin, John Oeltjenbruns, Jean Haberman

Guests Present: Mike Nelson, Wendy Meyer, and Rachel Yoder

Chair Peterson called the meeting order at 6:30 p.m. M/S/P Oeltjenbruns/Schied to approve the minutes of the June 8, 2015 meeting.

Treasurer's Report:

Jim Peterson read current financial report.

Bills:

Weed Harvester Payroll - \$2,131.44
Country Pride - Harvester expenses - 236.51
Country Pride - Decking for fishing pier - 664.17
Third Avenue - Battery for weed harvester - 75.99
Citizen Publishing - Ad for weed harvester operators - 44.00
Midway Farm Equip. - Check hydraulics on harvester - 152.31
Radtke Welding - materials & labor dock repair - \$1,404.97

Income:

Cottonwood County - 1st half tax levy - \$750.00

M/S/P Bucklin/Funk to accept financial report.

Lake: The weed harvesting has been done for about two weeks. An estimated 125 loads were taken from the lake in the six weeks of operation. If there are remaining funds in the DNR grant, it was recommended to overhaul the hydraulics and buy a new seat for the harvester.

There was discussion about applying for funds from Cottonwood County's Invasive Species Grant to purchase harvesting equipment.

Jim brought up the problem of filamentous algae on the west end of the lake. There was discussion about using Clean Water funds to build a golf course sediment pond. Jim will attend a golf board meeting to discuss this.

The decking on the fishing pier needs to be replaced. The materials are at Country Pride. It will be done with volunteer labor sometime this fall.

Jay has requested the results of the DNR aquatic plant survey.

Heather reported that the lake level is 8'9". Jay reported the Secchi disk reading was 2 feet.

A question was raised as to whether the lake was safe for swimming. Jim will check with Fisheries to see if we can get the water tested.

Trail: Wendy brought a proposed trail map that includes the bike trail in the City of Mountain Lake and the Lake Trail.

It was decided to place eight trail markers along the trail pointing out:

- Type 1,2,3 wetlands
- Cottonwood tree
- Second Island
- Eagle Lake outlet where it enters Mountain Lake by the boardwalk.
- Cedar trees
- Path to scenic overlook and rustic trail
- Island
- Food forest

Dave will come up with wording for the markers. Jean will get a checklist of bird species and animals for the map and Heather will get a list of plants.

Trail maintenance items were discussed:

- Weed whipping on the island
- Spraying poison ivy on the island
- Cutting down trees growing among the rocks by the dam
- Spraying weeds growing in the middle of the trail
- Trimming by the boardwalk
- Filling cracks in the trail
- Spraying the beach
- Adding a load of sand on the shoreline of the beach
- Cleaning pit toilet
- Installing a bench at the top of the hill on 560th Ave.

Heather reported on the "Walk, Run, Bike" t-shirts that were ordered. M/S/P Schied/Oeltjenbruns to reimburse Heather for \$307.11. There are 1 small, 4 mediums, 4 large, and 1 XL t-shirts left to sell at \$15.00 each.

Heather reported that more scorecards are needed at the disc golf course. Jean will check with Matt.

Respectfully submitted,



Jean Haberman,
Secretary