

Mountain Lake City Council Meeting
Mountain Lake City Hall
Monday, May 2, 2016
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 9918683 – 9918738*(1-6)
 - b. Approval of Payroll Checks # 62432-62447
 - c. Approval of April 18 Council Minutes*(7-9)
 - d. Approval of April 7 Utility Commission Minutes and April 15 notes*(10-12)
 - e. Approval of January 25 Planning and Zoning Commission Minutes*(13-14)
 - f. Review of February, March and April Building Permits*(15)
 - g. Approval of Resolution #11-16, Permit Gambling*(16-18)
 - h. Approval of Request to Close Streets for Pow Wow*(19)
 - i. Approval of Pow Wow Road Race Contribution*(20)

3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the Council.

4. Ambulance Dept., Dave Watkins
 - a. Purchase of New Ambulance*(21)

5. Utilities – 2016 Electric Rate Increase*(22-23)
 - a. Adopt Resolution #12-16*(24-28)

6. Ordinance Revision*(29)
 - a. First Reading - Ordinance #2-16 Encroachments*(30)
 - a. Second Reading – Ordinance #3-16 Foundations, Exterior Walls and Roofs*(31)
 - b. Second Reading - Ordinance #4-16 Public Nuisances Affecting Health*(32)
 - c. Second Reading – Ordinance #5-16 Cutting and Removal of Grass, etc.*(33)
 - d. First Reading – Ordinance #6-16 Telecommunication Towers*(34-39)

7. Administrator
 - a. Guaranteed Energy Savings Plan Update (GESP)*(40-50)

8. Adjourn

City of Mt. Lake Local Board of Adjustment and Equalization, Thurs. May 5, 5:30 – 6 PM.

Kuechle v City of Mt. Lake Mediation, Tues. June 28

CMPAS Annual Meeting, Tues. Oct. 4, 3-7 PM, Mankato

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*May 2, 2016 meeting
9918683-9918738
433E*

April 2016 to May 2016

Check Amt Invoice Comment

10100 United Prairie

Paid Chk# 9918683 4/18/2016 DOUG BRISTOL					
E 101-42100-550	Motor Vehicles	\$56.38	4/15/16		MILEAGE-TAKE CHARGER TO MANKATO
	Total DOUG BRISTOL	\$56.38			
Paid Chk# 9918684 4/18/2016 EARL F. ANDERSON					
E 101-45210-402	Repairs/Maint- Ground	\$186.70	0110722		SIGNS FOR TRAIL
	Total EARL F. ANDERSON	\$186.70			
Paid Chk# 9918685 4/18/2016 HGTV MAGAZINE					
E 211-45500-591	Periodicals	\$28.00			LIBRARY PERIODICALS-2 YR
	Total HGTV MAGAZINE	\$28.00			
Paid Chk# 9918686 4/18/2016 ILLINOIS LIBRARY ASSN					
E 211-45500-434	Project Expense	\$351.50			LIBRARY PROJECT EXPENSE-SRP INCENTIVES
	Total ILLINOIS LIBRARY ASSN	\$351.50			
Paid Chk# 9918687 4/18/2016 INGRAM					
E 211-45500-592	A.V. Materials	\$43.99			LIBRARY AV
E 211-45500-590	Capital Outlay Books	\$679.94			LIBRARY BOOKS
	Total INGRAM	\$723.93			
Paid Chk# 9918688 4/18/2016 JEAN HABERMAN					
E 211-45500-220	Repair/Maint Supply	\$10.00			LIBRARY SUPPLIES
	Total JEAN HABERMAN	\$10.00			
Paid Chk# 9918689 4/18/2016 MARK WARNER					
E 231-42154-308	Training & Instruction	\$245.00			AMB CPR/AED REFRESHER
	Total MARK WARNER	\$245.00			
Paid Chk# 9918690 4/18/2016 MARTHA STEWART LIVING					
E 211-45500-591	Periodicals	\$10.00			LIBRARY PERIODICALS-1 YR
	Total MARTHA STEWART LIVING	\$10.00			
Paid Chk# 9918691 4/18/2016 MAYNARDS FOOD CENTER					
E 205-46500-430	Miscellaneous	\$25.44			3-11-16 EDA LUNCH
	Total MAYNARDS FOOD CENTER	\$25.44			
Paid Chk# 9918692 4/18/2016 PLUM CREEK LIBRARY SYSTEM					
E 211-45500-220	Repair/Maint Supply	\$42.32			LIBRARY SUPPLIES-BARCODES
	Total PLUM CREEK LIBRARY SYSTEM	\$42.32			
Paid Chk# 9918693 4/18/2016 SCHILLING PAPER CO INC.					
E 211-45500-220	Repair/Maint Supply	\$204.15			TOWELS FOR LIBRARY
E 101-45186-220	Repair/Maint Supply	\$241.55			TOWELS FOR COMM CTR
	Total SCHILLING PAPER CO INC.	\$445.70			
Paid Chk# 9918694 4/18/2016 SEBCO BOOKS					
E 211-45500-590	Capital Outlay Books	\$2,056.74			LIBRARY BOOKS
E 211-45500-590	Capital Outlay Books	(2,056.74)			VOID CHECK 9918694
	Total SEBCO BOOKS	\$0.00			
Paid Chk# 9918695 4/18/2016 WL CONSTRUCTION SUPPLY					
E 221-42200-404	Repairs/Maint Machinery/Equip	\$419.99	9360		DIAMOND BLADE FOR FIRE DEPT
	Total WL CONSTRUCTION SUPPLY	\$419.99			
Paid Chk# 9918696 4/28/2016 AFLAC					

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April 2016 to May 2016

			Check Amt	Invoice	Comment
G 101-21713	AFLAC		\$192.74		
	Total AFLAC		\$192.74		
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Paid Chk#	9918697	4/28/2016	AFSCME COUNCIL 65		
G 101-21707	Union Dues		\$154.86		
	Total AFSCME COUNCIL 65		\$154.86		
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Paid Chk#	9918698	4/28/2016	BCBS/HSA		
G 101-21714	HSA		\$393.85		
	Total BCBS/HSA		\$393.85		
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Paid Chk#	9918699	4/28/2016	COMMISSIONER OF REVENUE		
G 101-21702	State Withholding		\$756.45		
	Total COMMISSIONER OF REVENUE		\$756.45		
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Paid Chk#	9918700	4/28/2016	GISLASON & HUNTER		
G 101-21712	Garnishments		\$362.72		
	Total GISLASON & HUNTER		\$362.72		
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Paid Chk#	9918701	4/28/2016	INTERNAL REVENUE SERVICE		
G 101-21701	Federal Withholding		\$1,730.02		
G 101-21703	FICA Tax Withholding		\$2,394.48		
	Total INTERNAL REVENUE SERVICE		\$4,124.50		
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Paid Chk#	9918702	4/28/2016	PERA		
G 101-21704	PERA		\$4,107.24		
	Total PERA		\$4,107.24		
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Paid Chk#	9918703	4/28/2016	SW/WC SERVICE COOPERATIVES		
G 101-21708	Employee Paid Health Insurance		\$1,169.90		
	Total SW/WC SERVICE COOPERATIVES		\$1,169.90		
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Paid Chk#	9918704	4/28/2016	VALIC		
G 101-21705	VALIC		\$388.00		
	Total VALIC		\$388.00		
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Paid Chk#	9918705	5/2/2016	COTTONWOOD COUNTY AUD/TREAS		
E 205-46500-354	Real Estate Taxes		\$52.00		22.520.0300-OLD BAR PROP
E 205-46500-354	Real Estate Taxes		\$28.00		22.520.0310-BONNIE CAFÉ LOT
E 205-46500-354	Real Estate Taxes		\$166.00		22.520.0390-LOT EAST END MEMORY PARK
E 205-46500-354	Real Estate Taxes		\$398.00		22.421.0030-RADTKE LOT
E 205-46500-354	Real Estate Taxes		\$398.00		22.421.0020-SNEER LOT
E 240-46500-354	Real Estate Taxes		\$852.00		22.520.0370-ML FITNESS
E 450-46300-354	Real Estate Taxes		\$102.00		22.520.1020-322 10TH ST
E 450-46300-354	Real Estate Taxes		\$432.00		22.520.1000-324 10TH ST
E 450-46300-354	Real Estate Taxes		\$358.00		22.520.0990-326 10TH ST
E 450-46300-354	Real Estate Taxes		\$416.00		22.520.1010-1050 4TH AVE
E 607-46330-354	Real Estate Taxes		\$23.02		22.416.0121-HERITAGE ESTATES
E 607-46330-354	Real Estate Taxes		\$610.25		22.611.0010-HERITAGE ESTATES
E 608-46330-354	Real Estate Taxes		\$1,184.61		22.611.0010-HERITAGE ESTATE
E 609-46330-354	Real Estate Taxes		\$144.00		22.358.0135-MASON MANOR
E 608-46330-354	Real Estate Taxes		\$44.70		22.416.0121-HERITAGE ESTATES
E 240-46500-354	Real Estate Taxes		\$680.00		22.520.0360-ML FITNESS
	Total COTTONWOOD COUNTY AUD/TREAS		\$5,888.58		
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Paid Chk#	9918706	5/2/2016	MUNICIPAL UTILITIES		
E 101-43160-381	Electric Utilities		\$3,681.37		MARCH STREET LIGHTING

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April 2016 to May 2016

			Check Amt	Invoice	Comment
Total MUNICIPAL UTILITIES			\$3,681.37		
Paid Chk#	9918707	5/2/2016	NORTHLAND TRUST SERVICES		
E	312-47000-611	Bond Interest	\$23,295.00		BOND INTEREST
Total NORTHLAND TRUST SERVICES			\$23,295.00		
Paid Chk#	9918708	5/2/2016	FRONTIER		
E	211-45500-321	Telephone	\$74.97		LIBRARY PHONE-507-427-2506
Total FRONTIER			\$74.97		
Paid Chk#	9918709	5/2/2016	INDOFF INCORPORATED		
E	101-41400-200	Office Supplies	(\$0.24)		CREDIT
E	101-43100-200	Office Supplies	\$39.27	2772993	ST-AA & D BATTERIES
E	101-41400-200	Office Supplies	\$15.80	2772993	FILE FOLDERS,LEGAL PAPER-CITY
E	101-41400-200	Office Supplies	\$14.73	2776264	YELLOW PAPER
E	101-41400-200	Office Supplies	\$212.68	2777568	CALCULATOR
E	101-41400-200	Office Supplies	\$17.73	2786436	GREEN LABELS
E	101-41400-200	Office Supplies	\$14.73	2792951	YELLOW PAPER
Total INDOFF INCORPORATED			\$314.70		
Paid Chk#	9918710	5/2/2016	KENNEDY & GRAVEN, CHARTERED		
E	101-45210-304	Legal Fees	\$378.00	131092	YODER CONDEMNATION
Total KENNEDY & GRAVEN, CHARTERED			\$378.00		
Paid Chk#	9918711	5/2/2016	MINNESOTA ENERGY RESOURCE CORP		
E	101-41400-383	Gas Utilities	\$157.65		CITY HALL GAS-ACCT#4346780-2
E	231-42154-383	Gas Utilities	\$65.25		AMB PORTION OF FIREHALL GAS-ACCT#4296165-6
E	101-45186-383	Gas Utilities	\$92.96		SR CTR GAS-ACCT#4010846-6
E	211-45500-383	Gas Utilities	\$113.46		LIBRARY GAS-ACCT#4134278-3
E	101-43100-383	Gas Utilities	\$162.63		STREET GARAGE GAS-ACCT#4092120-7
E	221-42200-383	Gas Utilities	\$132.48		FIRE DEPT PORTION OF FIREHALL GAS-ACCT#4296165-6
al MINNESOTA ENERGY RESOURCE CORP			\$724.43		
Paid Chk#	9918712	5/2/2016	MINNESOTA MUTUAL LIFE		
E	101-41400-134	Employer Paid Life	\$3.40		MAY LIFE INS-OFFICE
E	211-45500-134	Employer Paid Life	\$1.70		MAY LIFE INS-LIBRARY
E	101-42100-135	Employer Paid Other	\$1.70		MAY BRIAN LUNZ LIFE INSURANCE
E	101-45200-134	Employer Paid Life	\$1.02		MAY LIFE INS-PARKS DEPT
E	101-46200-134	Employer Paid Life	\$1.02		MAY LIFE INS-CEMETERY
G	101-21706	Hospitalization/Medical Ins	\$25.30		MAY LIFE INS-ROBB ANDERSON
E	101-41400-134	Employer Paid Life	\$1.70		MAY WENDY FAST-LAKER APTS-LIFE INS
G	101-21706	Hospitalization/Medical Ins	\$10.90		MAY LIFE INS-DARON FRIESEN
G	101-21706	Hospitalization/Medical Ins	\$12.00		MAY LIFE INS-STEVE PETERS
E	205-46500-134	Employer Paid Life	\$1.70		MAY LIFE INS-EDA ROB ANDERSON
E	101-43100-134	Employer Paid Life	\$3.06		MAY LIFE INS-ST DEPT
E	101-42100-134	Employer Paid Life	\$6.80		MAY LIFE INS-POLICE DEPT
Total MINNESOTA MUTUAL LIFE			\$70.30		
Paid Chk#	9918713	5/2/2016	MUNICIPAL UTILITIES		
E	608-46330-380	Elec,Water,Sewer	\$2.96		8-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E	101-45200-380	Elec,Water,Sewer	\$9.08		LAWCON PARK LIGHTS
E	101-41400-380	Elec,Water,Sewer	\$335.93		CITY HALL UT
E	101-45200-380	Elec,Water,Sewer	\$124.35		CITY PARK RESTROOMS UT
E	101-45186-380	Elec,Water,Sewer	\$283.38		SR CTR UT
E	101-43100-380	Elec,Water,Sewer	\$233.25		ST DEPT UT

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April 2016 to May 2016

			Check Amt	Invoice	Comment
E 221-42200-380	Elec,Water,Sewer		\$109.89		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380	Elec,Water,Sewer		\$54.13		AMB PORTION OF FIREHALL UT
E 607-46330-380	Elec,Water,Sewer		\$1.53		4-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E 101-45200-380	Elec,Water,Sewer		\$15.98		UT AT CITY PARK SHELTERHOUSE
E 211-45500-380	Elec,Water,Sewer		\$294.71		LIBRARY UT
Total MUNICIPAL UTILITIES			\$1,465.19		
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Paid Chk# 9918714	5/2/2016	MUSKE, MUSKE, SURHOFF			
E 101-41400-304	Legal Fees		\$1,400.00		MAY LEGAL RETAINER
Total MUSKE, MUSKE, SURHOFF			\$1,400.00		
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Paid Chk# 9918715	5/2/2016	NORTHLAND TRUST SERVICES			
E 320-41940-611	Bond Interest		\$3,687.50		CITY HALL INTEREST
Total NORTHLAND TRUST SERVICES			\$3,687.50		
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Paid Chk# 9918716	5/2/2016	PRAXAIR			
E 231-42154-210	Operating Supplies		\$147.12	72851942	OXYGEN FOR AMBULANCE DEPT
Total PRAXAIR			\$147.12		
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Paid Chk# 9918717	5/2/2016	SMC			
E 101-43121-225	Seal Coat/Crack Filling		\$5,401.70	1313772	2016 SEAL COAT CHIPS
Total SMC			\$5,401.70		
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Paid Chk# 9918718	5/2/2016	TASER INTERNATIONAL			
E 101-42100-308	Training & Instruction		\$251.30	S11425767	PD SUPPLIES-CARTRIDGE,TARGET
Total TASER INTERNATIONAL			\$251.30		
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Paid Chk# 9918719	5/2/2016	TAYLOR NESMOE			
E 221-42200-401	Repairs/Maint Buildings		\$38.67	418151	FIRE DEPT-REPLACED PULL ROPE, NEW GRASS RIG CHOP SAW
Total TAYLOR NESMOE			\$38.67		
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Paid Chk# 9918720	5/2/2016	VERIZON			
E 101-42100-321	Telephone		\$9.07		PD CELL PHONE
E 231-42154-321	Telephone		\$9.50		AMB CELL PHONE
E 101-42100-321	Telephone		\$35.05		PD-TABLET #1
E 101-42100-321	Telephone		\$35.01		PD-TABLET #2
E 231-42154-321	Telephone		\$35.01		AMB JET PACK
Total VERIZON			\$123.64		
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Paid Chk# 9918721	5/2/2016	WENDY MEYER			
E 101-41400-308	Training & Instruction		\$27.00	4/6/16	MILEAGE-LMCIT WORKSHOP
Total WENDY MEYER			\$27.00		
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Paid Chk# 9918725	5/2/2016	ALBERT QUIRAM			
E 101-00000-430	Miscellaneous		\$600.00		REPAIR 20 BIKES @ \$30 PER BIKE
Total ALBERT QUIRAM			\$600.00		
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Paid Chk# 9918726	5/2/2016	AMAZON			
E 211-45500-592	A.V. Materials		\$218.38		LIBRARY AV
E 211-45500-590	Capital Outlay Books		\$215.66		LIBRARY BOOKS
Total AMAZON			\$434.04		
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Paid Chk# 9918727	5/2/2016	CARDMEMBER SERVICE			
E 101-00000-430	Miscellaneous		\$9.99		MONTHLY BACKUP CHARGE
E 101-42100-430	Miscellaneous		\$133.70	3/25/16	PD-BAG FOR BIKE
E 101-42100-308	Training & Instruction		\$395.52	4/11-4/15	PD-JAKE CONF EXPENSE-WILLMAR

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April 2016 to May 2016

			Check Amt	Invoice	Comment
Total CARDMEMBER SERVICE			\$539.21		
Paid Chk#	9918728	5/2/2016	CITIZEN PUBLISHING		
E 101-41400-351	Legal Notices Publishing		\$281.00	240558	VISITORS GUIDE-CAMPGROUND
Total CITIZEN PUBLISHING			\$281.00		
Paid Chk#	9918729	5/2/2016	CLEARWATER RECREATION		
E 507-46103-430	Miscellaneous		\$267.00	40416	PEDESTAL GRILL FOR BEACH AREA
Total CLEARWATER RECREATION			\$267.00		
Paid Chk#	9918730	5/2/2016	COMPUTER LODGE		
E 101-41110-200	Office Supplies		\$36.00	5796	MAYOR-E-SET ANTI-VIRUS
E 101-42100-310	Computer Contract Services		\$13.50	5796	PD PORTION E-SET ON SERVER
E 205-46500-310	Computer Contract Services		\$13.50	5796	EDA PORTION E-SET ON SERVER
E 101-41400-310	Computer Contract Services		\$13.50	5796	CITY PORTION E-SET ON SERVER
E 101-00000-430	Miscellaneous		\$108.00	5796	UT-E-SET ANTI-VIRUS
E 101-00000-430	Miscellaneous		\$13.50	5796	UT PORTION E-SET ON SERVER
E 205-46500-308	Training & Instruction		\$72.00	5796	EDA-E-SET ANTI-VIRUS
E 101-41400-310	Computer Contract Services		\$72.00	5796	OFFICE-E-SET ANTI-VIRUS
E 101-42100-310	Computer Contract Services		\$72.00	5796	PD-E-SET ANTI-VIRUS
Total COMPUTER LODGE			\$414.00		
Paid Chk#	9918731	5/2/2016	COTTONWOOD COUNTY AUD/TREAS		
E 101-42100-305	Dispatching Fees/H.E.A.T.		\$3,000.00		2016 DISPATCHING FEES
Total COTTONWOOD COUNTY AUD/TREAS			\$3,000.00		
Paid Chk#	9918732	5/2/2016	DEMCO, INC		
E 211-45500-220	Repair/Maint Supply		\$206.45		LIBRARY SUPPLIES
Total DEMCO, INC			\$206.45		
Paid Chk#	9918733	5/2/2016	DOUG BRISTOL		
E 101-42100-430	Miscellaneous		\$162.00	4/22/16	MILEAGE-PICK UP NEW PD VEHICLE
E 101-42100-212	Motor Fuels		\$34.00	4/22/16	GAS-NEW SQUAD
Total DOUG BRISTOL			\$196.00		
Paid Chk#	9918734	5/2/2016	EDA		
E 101-49300-700	Transfers		\$3,687.50		CITY HALL LEASE PAYMENT
E 101-49300-700	Transfers		\$2,241.25		2016 EXTRA ON LEASE PAYMENT
Total EDA			\$5,928.75		
Paid Chk#	9918735	5/2/2016	FRONTIER		
E 101-43100-321	Telephone		\$70.48		STREET DEPT PHONE-427-2997
E 101-42100-321	Telephone		\$219.89		POLICE DEPT PHONE-427-3403
E 205-46500-321	Telephone		\$5.14		CHAMBER 800#
E 101-45186-321	Telephone		\$63.33		SR CTR PHONE-427-2151
E 205-46500-321	Telephone		\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430	Miscellaneous		\$98.64		UT-PHONE
E 101-41400-321	Telephone		\$190.53		CITY HALL PHONE-427-2999
Total FRONTIER			\$685.51		
Paid Chk#	9918736	5/2/2016	GREATAMERICA FINANCIAL SVCS		
E 101-00000-430	Miscellaneous		\$8.43		CHAMBER-MONTHLY COLOR COPY MACHINE LEASE
E 101-41400-200	Office Supplies		\$26.35		OFFICE-MONTHLY COLOR COPY MACHINE LEASE
E 101-42100-200	Office Supplies		\$8.78		PD-MONTHLY COLOR COPY MACHINE LEASE
E 101-00000-430	Miscellaneous		\$91.31		UT-MONTHLY COLOR COPY MACHINE LEASE
E 205-46500-200	Office Supplies		\$5.62		EDA-MONTHLY COLOR COPY MACHINE LEASE

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April 2016 to May 2016

			Check Amt	Invoice	Comment
Total GREATAMERICA FINANCIAL SVCS			\$140.49		
Paid Chk#	9918737	5/2/2016	HEIMAN FIRE EQUIPMENT--USE THI		
E 221-42200-404	Repairs/Maint Machinery/Equip		\$1,032.20	0845004-IN	PUMP PLUS KIT FOR TANKER
Total HEIMAN FIRE EQUIPMENT--USE THI			\$1,032.20		
Paid Chk#	9918738	5/2/2016	HGTV MAGAZINE		
E 211-45500-220	Repair/Maint Supply		\$206.45		LIBRARY SUPPLIES
Total HGTV MAGAZINE			\$206.45		
10100 United Prairie			\$75,095.79		

Fund Summary

10100 United Prairie		
101 GENERAL FUND		\$36,801.40
205 ECONOMIC DEVELOPMENT AUTHORITY		\$1,202.90
211 LIBRARY FUND		\$2,701.68
221 FIRE DEPT FUND		\$1,733.23
231 AMBULANCE FUND		\$556.01
240 PROTIENT-DTED LOAN		\$1,532.00
312 CITY WIDE PROJ-DEBT SERV		\$23,295.00
320 EDA - CITY HALL FUND		\$3,687.50
450 DOWNTOWN-ROSS PROJECT		\$1,308.00
507 LAKE COMMISSION FUND		\$267.00
607 EDA----4 PLEX FUND		\$634.80
608 EDA----8 PLEX FUND		\$1,232.27
609 EDA-- MASON MANOR		\$144.00
		\$75,095.79

Paid Chk#	000433E	4/20/2016	SELECT ACCOUNT		
E 205-46500-141	Admin Fees-HSA		\$2.11		APRIL HSA ADMIN FEES
E 101-46200-141	Admin Fees-HSA		\$1.26		APRIL HSA ADMIN FEES
E 101-45200-141	Admin Fees-HSA		\$1.27		APRIL HSA ADMIN FEES
E 211-45500-141	Admin Fees-HSA		\$2.11		APRIL HSA ADMIN FEES
E 101-42100-141	Admin Fees-HSA		\$8.44		APRIL HSA ADMIN FEES
E 101-41400-141	Admin Fees-HSA		\$4.22		APRIL HSA ADMIN FEES
E 101-43100-141	Admin Fees-HSA		\$3.80		APRIL HSA ADMIN FEES
Total SELECT ACCOUNT			\$23.21		

6

DRAFT
Mountain Lake City Council Meeting
Mountain Lake City Hall
Monday, April 18, 2016
6:30 p.m.

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

Members Absent: David Savage

Staff Present: Wendy Meyer Clerk/Administrator; Maryellen Suhrhoff, Muske, Muske and Suhrhoff; Chief Doug Bristol, Mt. Lake Police Dept.; Rick Oeltjenbruns, Street & Park Supt.

Others Present: James Johnson; Justin Davison, Jasmine Davison; Rich Gisch, Wade Pfeiffer, Sportsmen's Club

Call to Order

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

Agenda and Consent Agenda

Motion by Kass, seconded by Kruser, to add 7d. Public Facilities Authority loans to the agenda. Motion carried unanimously. Motion by Kass, seconded by Ysker, to approve the consent agenda as presented and the agenda as amended. Motion carried unanimously.

Bills: Check #'s 9918625 – 9918682; 431E & 432E

Payroll Checks #'s 62399 – 62431

April 4 Council Minutes

March 11 EDA Minutes

March 14 Lake Commission Minutes

Jan. 20 Tree Commission Minutes

March 17 Utility Commission Minutes

March 9 Library Board Minutes, March Library Report and March Expenditures

Resolution #10-16 Declaring April 29 Arbor Day in Mt. Lake

Public

No one present addressed the council during this portion of the meeting.

Request to Waive Special Assessments

Justin Davison is interested in buying six tax-forfeiture parcels on 9th St. So., four of which have special assessments that he is asking the city to waive. The parcels are not on the tax rolls and

Cottonwood County maintains them. Motion by Kass, seconded by Kruser, to waive the special assessments on parcel numbers 22.169.0050, 22.169.0060, 22.161.0181 and 22.161.0182.
Motion carried unanimously.

Public Nuisances

James Johnson owns a lot on Boxelder St. (PIN 22.321.0030) where wood for heating is stored. Johnson received a warning letter from the Mt. Lake Police Dept. because the wood does not meet the requirements of Section 8.15 of Mt. Lake code; it is not stacked and is too close to the property line. Johnson is asking that enforcement of the ordinance be waived on this parcel. Motion by Kruser, seconded by Kass, to waive enforcement provided Johnson continue to use the wood for heating, making an effort to use up the wood, and that any new wood brought to the parcel be stacked to meet the requirements of Section 8.15. Motion carried unanimously. The list of sixteen properties whose owners received public nuisance letters was reviewed. Two properties have also received criminal citations. The council directed the city attorney to seek court orders to enter these two properties to abate the public nuisances.

Ordinance #3-16 (Sections 4.07, 8.03 and 8.17 Revision) First Reading

The draft language to amend the minimum standards, public nuisance, and grass mowing sections of city code to address trees growing along foundations and flowers growing outside of established flower beds was reviewed and discussed.

Street Department

Rick Oeltjenbruns, Street Supt. reviewed the streets to be seal-coated and crack-filled in 2016 and the approximate cost. Streets to be crack-filled are one block of 8th St., and sections of 6th Ave., Prince St., 11th St., 9th Ave., and 10th Ave. Streets to be seal-coated are portions of 8th St., 9th St., 15th St. and Prince St. The city's usual budget for the work is \$25,000. An additional \$30,000 will be spent in 2016 due to the one-time 'city assist' transportation allocation authorized by the 2015 state legislature. Cottonwood County Highway Department with the help of the street department will do the work. The gravel streets to receive dust control were reviewed; no changes were made from 2015. Motion by Kruser, seconded by Ysker, approving the streets to be crack-filled, seal-coated, and dust-coated as presented, and authorizing the solicitation of stockpile gravel quotes.

Utilities – Call for Substation Equipment Bids

The list of equipment was reviewed. The major pieces of the project, 10/14 MVA transformer, 69KV circuit switcher and air break switch, and 5KV indoor switchgear are being bid now with the remainder of the project bid when the delivery date of the major pieces is known. The transformer is expected to arrive anywhere from 26 to 52 weeks after the bid is awarded. Motion by Kass, seconded by Ysker, to call for bids. Motion carried unanimously. Bid opening is scheduled for May 24.

Electric Rate Study Presentation Review

The hand-out that accompanied the presentation given by Tim Miller, Rate Analyst at Missouri River Energy Services (MRES) at the April 18 Utility Commission meeting was reviewed. The commission will consider the study again at its April 28 meeting and begin preparation of a recommendation to the council for base, rate and class changes.

Sportsmen's Shooting Range

The range has been on city property on the west side of the second wastewater treatment pond since 1983. The club will be applying for a grant to improve lighting at the range. Lead shot in the pond potentially could be an issue when the ponds are rehabbed in the next two to three years. The problem and possible solutions were discussed. It was agreed that the club should continue using the site and consider solutions with the city as they appear.

Public Facilities Authority 2012-2014 Utility and Street Project Loan Extension Agreement

The agreement extends the disbursement cut-off date from June 30, 2016 to June 30, 2017 for MFPA 11.0106-R-FY13 (Clean Water Revolving Loan Fund), and MPFA 12-0050-R-FY13 and MPFG 12-0050-R-FY13 (Drinking Water Revolving Loan Fund). Motion by Ysker, seconded by Kruser, to approve the agreements. Motion carried unanimously.

Tree Removal Quotes – 2016

Eight sites will have trees removed in 2016 as part of the Tree Commission's ongoing work. Three quotes were received. Motion to hire Kolander Tree Service at a cost of \$5750 (utility - \$600; city - \$5150) and to sell the wood to Kolander for \$250. Motion carried unanimously.

City-wide Clean-up Flyer

The flyer and aspects of city-wide clean-up to be held Sat. May 7 were discussed. No action taken.

First Quarter Mt. Lake Public School Pool Billing

The billing was reviewed. The city has agreed to help the school district's pool operating losses in 2016 up to \$15,000. The city's share of the first quarter loss is \$2911.76. No action taken.

Adjourn

Nelson adjourned the meeting at 8:25 PM.

ATTEST:

Wendy Meyer, Clerk/Administrator

Special Meeting
Mt. Lake Utilities Commission
Thursday, April 7, 2016
7 AM

Members Present: Mark Langland, Todd Johnson, John Carrison

Members Absent: Mike Johnson, Brett Lohrenz

Staff Present: Wendy Meyer, Clerk/Administrator; Lynda Cowell, Utilities Office Manager; Ron Melson, Electric Supt. ; Pat Oja, Lineman; Kevin Krahn, Water and Wastewater Supt.; David Watkins, Water and Wastewater Worker

Others Present: None

Call to Order

The meeting was called to order at 7 AM. There were no additions to the agenda.

Minutes and Bills

Motion by Carrison, seconded by T. Johnson, to approve the March 17 minutes and check numbers 016083 – 016137. Motion carried unanimously.

Milk Specialties (MSC) Project

Ron Melson discussed the project and the need apply for permits and purchase supplies for MSC's Phase 1 (installation of reverse osmosis water 'polisher'). Melson estimates that the costs will total \$150,000.

Central MN Power Agency & Services (CMPAS) provided a rough estimate of the cost of locally generate electricity if the utility needs to generate after MSC installs the reverse osmosis 'polisher' (Phase 1) and processing equipment (Phase 2) and before the new sub-station is operational. Discussion was held on how much, if any, of utility's Phase 1 (site upgrades) and Phase 2 (new sub-station) costs and additional temporary generation if needed MSC should be responsible for. Tim Miller, It is likely that a large portion of the site upgrades and new sub-station will be paid for from increased sales to MSC. There will be more discussion with the rate analysts at Missouri River Energy Services (MRES) and CMPAS on costs and re-payment.

Motion by Langland, seconded by Johnson, authorizing utility staff to order the supplies needs to carry out Phase 1 of the utility's project. Motion carried unanimously.

RICE Compliance Update

Fairbanks Morse began working on April 5 to bring two of the power plant's engines into compliance with EPA's reciprocating internal combustion engine (RICE) standards. The

commission discussed how the MSC project could increase the need for local generation.
Motion by T. Johnson, seconded by Carrison, directing Utilities Plus Energy Services (UPES) to prepare plans and specifications for the upgrading of the three remaining generators in the power plant. Motion carried unanimously.

Capacity Position

The Utility's capacity position for the 2016-2017 planning year was reviewed. Mt. Lake is .2 MW long (.5 long in Zone 2 and .3 short in Zone 3). CMPAS is arranging transactions among its members to eliminate the shortages.

Water/Sewer Ordinance and State Plumbing Code

Dept. of Health rules require that there must be separate water and sewer trenches, 10 ft. apart in the right-of-way for new development. State code also requires that the last two feet of the water line outside the house be copper unless city code allows plastic pipe. It was suggested that entire city utility ordinance, Chapter 3, be reviewed at a future commission meeting.

Sewer Extension Issues

Issues unique to 521 9th St. S. and 303 Golf Course Rd. were discussed. No action was taken.

Private Sewer Line Inspection

Ritter & Ritter will be here May 17, 18 & 19 to televise sewer lines on 3rd Ave. from 12th St. east to 15th St.

Golf Course Calendar Advertising

Advertising in the calendar and the timing of the invoice were discussed.

Adjourn

The meeting was adjourned at 8:10 AM.

Approved April 28, 2016.

ATTEST:

Wendy Meyer, Clerk/Administrator

Regular Meeting Notes
Mt. Lake Utilities Commission
Thursday, April 14, 2016
7 AM

Members Present: Todd Johnson, Mark Langland, David Savage, Council Liaison

Members Absent: John Carrison, Brett Lohrenz, Mike Johnson

Staff Present: Wendy Meyer, Clerk/Administrator; Lynda Cowell, Utilities Office Manager; Ron Melson, Electric Supt.; Patrick Oja, Lineman; Kevin Krahn, Water and Wastewater Supt.; David Watkins, Water and Wastewater Worker

Others Present: Mike Thielen, Alex Martin, Utilities Plus Energy Services (UPES); Tim Miller, Rate Analyst, Missouri River Energy Services (MRES)

Call to Order

There was no quorum.

New Substation

Mike Thielen, UPES, provided a detailed review of the bid documents with those present. He is recommending that major pieces of the project, 10/14 MVA transformer, 69KV circuit switcher and air break switch, and 5KV indoor switchgear be bid now with the remainder of the project bid when the delivery date of the major pieces is known. Thielen expects the transformer to arrive anywhere from 26 to 52 weeks after the bid is awarded.

Rate Study

Tim Miller, MRES, provided a detail review of the study. Energy forecasts, sources, consumption and costs, utility revenue, expenses and reserves, were discussed. At the current rates reserves will decrease by 50% from 2015 to 2019. MRES is recommending an increase to the monthly base charge, eliminate the discount now given to city/utility facilities and street lighting, and establishing a rural commercial class, commercial and large commercial classes, and eliminating the industrial class. The study recommends an overall increase of 4% increase for the remainder of 2016 and a 4.5% for each year from 2017 to 2019 with some classes seeing a larger increase and some a reduction.

City of Mountain Lake
Planning and Zoning Commission
Mon., Jan 25, 2016
5:00 PM
City Hall

Members Present: Bryan Bargaen, Nathan Harder, Dean Janzen, Doug Regehr, Nik Strom, Tim Swoboda

Members Absent: Sharron Hanson

Staff Present: Wendy Meyer, Clerk/Administrator

Others Present: None

Call to Order

The Chair Bryan Bargaen called the meeting to order at 5:00 p.m.

Additions to and Approval of Agenda

There were no additions to the agenda. Motion by Janzen, seconded by Harder, to adopt the agenda as presented. Motion carried unanimously.

Approval of January 11 Minutes

Motion by Swoboda, seconded by Janzen, to approve the Jan. 11 minutes. Motion carried unanimously.

Building/Shingling/Siding Permits

The January Building and Shingling/Siding Permits were reviewed. Motion by Janzen, seconded by Strom, to approve the permits. Motion carried unanimously.

Island View Campground Conditional Use

The City is requesting a conditional use to put a used 65' tower at the campground to provide Wi-Fi service. The tower meets most of the requirements of the ordinance but it is not a monopole (Subd. 6B) and because it is used it does not have engineering certification (Subd. 7B). The cost of the used tower is \$1200, new is \$3500. The cost of hiring an engineer to certify the used tower would cost more than a new tower. Motion by Janzen, seconded by Strom, to recommend the city approve the conditional use permit with the following conditions: Tower must be setback 65' from property line. Tower must be new to meet the

requirements of the ordinance. The brace design of the tower will be allowed because the tower is self-supporting without the use of wires, cables, beams or other means and the base of tower will be completely surrounded by a fence. Motion carried unanimously.

Encroachments

The draft ordinance was reviewed, discussed and revised. Motion by Janzen, seconded by Swoboda, that a revised draft ordinance be prepared for the next meeting that includes the following language: unclosed landings, patios, deck, and porches, open steps and similar structures; located in the front yard setback; open railing no higher than 3 feet 6 inches may be placed around such place; structure has its floor no higher than the entrance floor of the building; an overhang of no more than 3 feet supported by bracing only is allowed; does not exceed 64 square feet and does not project more than 8 feet into the required front yard. Motion carried unanimously.

February Meeting

Due to conflicts the next regular meeting will be held April 25. A special meeting will be called if one becomes necessary.

Adjourn

Bergen adjourned the meeting at 5:50 p.m.

Approved April 25, 2016

ATTEST:

Wendy Meyer, Clerk/Administrator

RESOLUTION TO PERMIT GAMBLING

City of Mountain Lake, Minnesota

WHEREAS, an official of the City of Mountain Lake, Minnesota has received a Minnesota Lawful Gambling Application for an Exempt Permit submitted by the Mountain Lake Chamber of Commerce on April 25, 2016; and

WHEREAS, the City of Mountain Lake has no objection to the application, which would allow the Mountain Lake Chamber of Commerce to conduct a raffle at Mountain Lake City Park in Mountain Lake, Minnesota on Tuesday, June 21, 2016.

NOW THEREFORE, BE IT RESOLVED, that the City of Mountain Lake waives the 30-day waiting period and approves the application with no waiting period; and

BE IT FURTHER RESOLVED that the City of Mountain Lake recommends prompt approval of said application by the Minnesota Gambling Control Board.

Adopted this 2nd day of May 2016.

Mike Nelson, Mayor

ATTEST:

Dawn Fast, Deputy Clerk/ Administrator

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
 Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Mountain Lake Chamber of Commerce Previous Gambling Permit Number: X-04815-16-019

Minnesota Tax ID Number, if any: None Federal Employer ID Number (FEIN), if any: 41-1332729

Mailing Address: 930 Third Avenue, PO Box C

City: Mountain Lake State: MN Zip: 56159 County: Cottonwood

Name of Chief Executive Officer (CEO): Rob Anderson

Daytime Phone: 507-427-2999, Ext. 4 Email: eda@mountainlake.govoffice.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Mt. Lake City Park (downtown)

Address (do not use P.O. box): 900 Block of Third Avenue

City or Township: Mountain Lake Zip: 56159 County: Cottonwood

Date(s) of activity (for raffles, indicate the date of the drawing): June 21, 2016

Check each type of gambling activity that your organization will conduct:

Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 4,000.00)

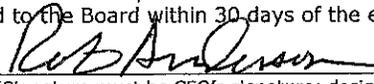
* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: <u>Mountain Lake</u></p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: April 21, 2016

(Signature must be CEO's signature; designee may not sign)

Print Name: Rob Anderson

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p><input type="checkbox"/> a copy of your proof of nonprofit status, and</p> <p><input type="checkbox"/> application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

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Mt. Lake Chamber of Commerce
Pow Wow, 2016 Request for Street Closings:

June 19th

Pow Wow 3 on 3 Basketball Tournament
4th Ave. from 9th Street to 10th Street
11:00 a.m. to 3:00 p.m.

Pow Wow Carnival

10th Street N. from 3rd Ave. to 4th Ave. and 9th Street to 10th Street
3:00 p.m. on June 19th to 9:00 a.m. on June 22nd

June 19th

Pow Wow Kiddie Parade and Antique Car Parade
3rd Avenue from Co. Hwy. 1 to 7th Ave.
4:45 p.m. to 6:00 p.m.
3rd Avenue from 10th Street N. to 11th St.
6:00 p.m. to 8:00 p.m.

June 20th

Pow Wow Grand Parade
3rd Avenue from Co. Hwy. 1 to 7th Ave.
5:00 p.m. to 9:00 p.m.

June 21st

Pow Wow Kids Tractor Pull
10th Street N. from 3rd Ave. to 2nd Ave.
1:00 p.m. to 5:00 p.m.

April 29, 2016

City of Mountain Lake-

It's Pow Wow Road Race time! We are in our 43rd year and hope to be bigger and better than ever. One of our goals has been to run a well organized and classy road race that causes people to want to come back, to keep it affordable, as well as to have pleasant thoughts of Mountain Lake. You are one of the main reasons that that we have been able to accomplish all of our goals. In the past you have been willing to give a donation of \$300.00. Would you be willing to contribute that amount again this year? It is our hope that we can continue to work together for the benefit of Mountain Lake and all who participate.

Thank you,


Paul Metcalf
Co-race director

CITY OF MOUNTAIN LAKE

GL Yearly

Current Period: April 2016

FUND 231	AMBULANCE FUND	April 2016					Balance
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	
Asset							
	G 231-10100 Cash	\$142,564.29	\$14,230.28	\$9,601.02	\$45,220.24	\$55,341.23	\$132,443.30
	G 231-10150 Savings	\$203.86	\$0.00	\$0.00	\$0.00	\$0.00	\$203.86
	G 231-10152 Savings - Special	\$133,246.06	\$0.00	\$0.00	\$93.10	\$0.00	\$133,339.16
	G 231-10400 Investments at Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-10700 Taxes Receivable-Delinquent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-11500 Accounts Receivable	\$9,087.68	\$0.00	\$0.00	\$0.00	\$0.00	\$9,087.68
	G 231-11600 Allow for Uncollected Receiv	(\$6,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,500.00)
	G 231-13200 Due From Other Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-15500 Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Asset	\$278,601.89	\$14,230.28	\$9,601.02	\$45,313.34	\$55,341.23	\$268,574.00
Liability							
	G 231-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-21600 Accrued Wages & Salaries P	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-21703 FICA Tax Withholding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-22200 Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equity							
	G 231-24140 Fund Balance Reserved-Amb	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	G 231-25300 Unreserved Fund Balance	(\$278,601.89)	\$9,601.02	\$14,230.28	\$55,341.23	\$45,313.34	(\$268,574.00)
	Total Equity	(\$278,601.89)	\$9,601.02	\$14,230.28	\$55,341.23	\$45,313.34	(\$268,574.00)
Total 231 AMBULANCE FUND		\$0.00	\$23,831.30	\$23,831.30	\$100,654.57	\$100,654.57	\$0.00

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RE: Electric Rates

At their April 28 meeting the Utility Commission discussed the rate study. They took the action below:

Motion by Langland, seconded by Carrison, to accept the report as presented; to recommend adoption of the 2016 electric increases and class adjustments effective July 1, 2016 as recommended in the rate study to the Mt. Lake City Council; and to review the study's recommended rate increases for 2017, 2018 and 2019 each year prior to adoption. Motion carried unanimously.

Mountain Lake Proposed Electric Rates

	2016 Rates	2016 % Change	2017 Rates	2017 % Change	2018 Rates	2018 % Change	2019 Rates	2019 % Change
Overall Increase		4.0%		4.5%		4.5%		4.5%
Power Cost Adjustment (PCA)								
PCA Base	\$ 0.0650		\$ 0.0650		\$ 0.0650		\$ 0.0650	
Average Annual Adjustment (A)	\$ 0.0050	1.4%	\$ 0.0067	1.7%	\$ 0.0087	2.1%	\$ 0.0107	1.9%
Residential								
Customer Charge	\$ 7.00	7.2%	\$ 9.00	6.0%	\$ 11.00	6.1%	\$ 13.00	6.0%
Energy Charge - per kWh All kWh	\$ 0.0990		\$ 0.1030		\$ 0.1075		\$ 0.1125	
Rural								
Customer Charge	\$ 9.00	-8.0%	\$ 11.50	3.6%	\$ 14.00	3.9%	\$ 16.50	3.8%
Energy Charge - per kWh All kWh	\$ 0.1060	(B)	\$ 0.1075		\$ 0.1095		\$ 0.1115	
Commercial								
Customer Charge	\$ 12.00	0.2%	\$ 16.00	4.6%	\$ 20.00	4.4%	\$ 24.00	4.2%
Energy Charge - per kWh All kWh	\$ 0.1040	(C)	\$ 0.1060		\$ 0.1080		\$ 0.1100	
Large Commercial (Over 20 kW)								
Customer Charge	\$ 40.00	4.6%	\$ 45.00	3.3%	\$ 50.00	3.4%	\$ 55.00	3.4%
Demand Charge All kW - per kW	\$ 7.00		\$ 8.75		\$ 10.55		\$ 12.40	
Energy Charge - per kWh	\$ 0.0680		\$ 0.0665		\$ 0.0650		\$ 0.0635	
City Facilities & Street Lighting								
Customer Charge	\$ 12.00	8.1%	\$ 16.00	6.7%	\$ 20.00	6.3%	\$ 24.00	5.9%
Energy Charge - per kWh	\$ 0.0680		\$ 0.0720		\$ 0.0760		\$ 0.0800	
Conservation Improvement Plan								
Surcharge - % of Electric Bill		1.5%		1.5%		1.5%		1.5%

(A) The PCA percentage increase is in addition to the overall revenue increase for each year. The PCA percentage change may change from the projected percentage change due to actual power supply and transmission costs being lower or higher than the projected costs.

(B) Customers remaining in the Rural class will have an average increase of 4.3%, while the customers moving to the Large Commercial class will have an average decrease of 13.3% in 2016.

(C) Customers remaining in the Commercial class will have an average increase of 5.2%, while the customers moving to the Large Commercial class will have an average decrease of 7.2% in 2016.

Resolution #12-16
City of Mt. Lake Minnesota
Resolution Adopting Electricity Rates for Usage after July 1, 2016

WHEREAS, Mt. Lake City Code, Section 3.02 gives authority to the Mt. Lake City Council to set utility rates, including electricity; and

WHEREAS, electricity charges are intended to and are used to fund capital expenditures, purchase wholesale power, capacity and transmission, provide funds to operate and maintain the city's electric system, and establish and maintain sufficient and stable reserves; and

WHEREAS, Central MN Power and Services (CMPAS) on behalf of the City of Mt. Lake in 2015 retained rate analysts at Missouri River Energy Services (MRES) to conduct an electric rate study; and

WHEREAS, the rate study determined that anticipated electric revenues in the years 2016 through 2019 are not sufficient to adequately fund capital expenditures, operate and maintain the city's electric system, and maintain electric reserves, and

WHEREAS, the rate study included recommendations for classification changes and rate increases for 2016 through 2019; and

WHEREAS, the Utility Commission reviewed rate study, and agreed that the classification changes and 2016 rate increases as recommended should be adopted, and made such recommendation to the Mt. Lake City Council, and

WHEREAS, the current Mt. Lake electric rates and classes are as follows:

** All rates shown are subject to a fuel and/or purchased cost adjustment and states sales tax.

** Energy charge is in addition to the minimum charge.

Residential:

Base Charge	\$5.00
1 st 900 KWH	6.00 cents per KWH
Excess KWH	6.50 cents per KWH

Rural:

Base Charge	\$6.50
1 st 1000 KWH	7.00 cents per KWH
Excess KWH	7.50 cents per KWH

Commercial:

Base Charge	\$8.50
1 st 1200 KWH	6.75 cents per KWH
Excess KWH	7.00 cents per KWH

Municipal Government:

All KWH	3.20 cents per KWH
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Industrial:

Demand:

1 st 60 KW	\$369.00
Excess KW	4.65 per KW

Energy:

All KWH	3.50 cents per KWH
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Conservation Break:

If you use 150 KWH or less	\$2.00 credit
If you use 151 to 250 KWH	\$1.00 credit

Conservation Improvement Plan Surcharge

1.5% of electric bill

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNTAIN LAKE, MINNESOTA, that the following electric classes, definitions and rate schedule are hereby adopted effective July 1, 2016 for usage after July 1, 2016:

MOUNTAIN LAKE ELECTRIC RATES

Rate Schedule is effective as of July 1, 2016.

RESIDENTIAL SERVICE

Available to residential customers for domestic uses, including heating and cooling, which may be required in single-family dwellings and individually metered apartments, duplexes, condominiums, town houses, or mobile homes. Service shall be single-phase and taken through one meter with no motor to exceed 5 horsepower in size.

Rate Schedule

Customer Charge	\$ 7.00 per month
Energy Charge:	\$.0990 per kWh

The customer charge is applied each month even if there is no energy usage.

Character of Service: Service shall be single-phase at the standard secondary voltages in use by the electric department.

Where a portion of a residential dwelling is used for commercial purposes, this rate shall apply provided:

- (1) the service is taken through one meter,
- (2) the residential load exceeds the commercial load,
- (3) the connected commercial load does not exceed 3 kW.

In all other cases, (a) the residential and commercial services will be separately metered and billed under the applicable rates, or (b) the service will be billed as Commercial.

RURAL RESIDENTIAL SERVICE

Available to residential customers for domestic uses, including heating and cooling, that are located in the designated rural service area. Service shall be single-phase and taken through one meter with no motor to exceed 5 horsepower in size.

Rate Schedule

Customer Charge	\$ 9.00 per month
Energy Charge:	\$0.1060 per kWh

The customer charge is applied each month even if there is no energy usage.

Character of Service: Service shall be single-phase at the standard secondary voltages in use by the electric department.

Where a portion of a residential dwelling is used for commercial purposes, this rate shall apply provided:

- (1) the service is taken through one meter,
- (2) the residential load exceeds the commercial load,
- (3) the connected commercial load does not exceed 3 kW.

In all other cases, (a) the rural residential and commercial services will be separately metered and billed under the applicable rates, or (b) the service will be billed as Commercial.

COMMERCIAL SERVICE

Available to any single-phase or three-phase non-residential customer with all requirements being taken through one meter and a monthly peak demand of less than 20 kW. The class is applicable to multiple residential dwelling units connected through one meter or dwelling units connected through a meter whose main purpose is to serve other than residential domestic uses.

Rate Schedule

Customer Charge	\$12.00 per month
Energy Charge:	\$0.1040 per kWh

The customer charge is applied each month even if there is no energy usage.

Character of Service: Service shall be single or three-phase at the standard secondary voltages in use by the electric department.

LARGE COMMERCIAL AND RURAL LARGE COMMERCIAL

Available to all single-phase and three-phase non-residential customers served by Mountain Lake with a monthly peak demand of 20 kW or greater per month during any 3 or more months out of the previous 12 months and any new non-residential customer whose demand is expected to be 20 kW or greater 3 or more months of the year. The customer shall remain in the Large Commercial class for a minimum of 12 months.

Rate Schedule

Customer Charge	\$ 40.00 per month
Energy Charge	\$ 0.0680 per kWh
Demand Charge:	\$ 7.00 per kW

The customer charge is applied each month even if there is no energy usage.

Character of Service: Service shall be single or three-phase at the standard secondary voltages in use by the electric department.

Billing Demand: The billing demand shall be the maximum demand in kilowatts as measured during the 30 minute period of the customer's greatest usage during the billing period.

Power Factor Adjustment: The customer shall take utility energy as closely balanced on all three phases as practical. The combined power factor of load shall not be less than 95 percent lagging. If the power factor is less, the Utility reserves the right to adjust the demand (kW) billed in the ratio that 95 percent bears to the actual power factor.

Discount for Primary Metering: The energy charge and the demand charge will be discounted 2 percent where metering is on primary side of electric department-owned transformers.

CITY FACILITIES AND STREET LIGHTING SERVICE

Available to the City of Mountain Lake facilities, buildings and street lighting service.

Rate Schedule

Customer Charge	\$ 12.00 per month
Energy Charge:	\$ 0.0680 per kWh

The customer charge is applied each month even if there is no energy usage.

Character of Service: Service shall be single or three-phase at the standard secondary voltages in use by the electric department. The street lights will be maintained and operated by the utility department.

POWER COST ADJUSTMENT (PCA)

The PCA shall increase or decrease all kWh rate charges for all classes on billings in any month in which the actual wholesale power and transmission costs plus the cost of local generation are greater or less than a base cost of \$0.0650 per kWh.

CONSERVATION IMPROVEMENT PLAN

All electric bills will be increased by 1.5% to fund the Conservation Improvement Plan.

Approved by the City Council on this 8th day of December, 2015.

Mike Nelson, Mayor

ATTEST: _____
Wendy Meyer, City Administrator

RE: Ordinances

ORDINANCE 2-16 – First Reading

The city had a number of residents who increased the size of their landings and steps in 2015. For some of these homes the increase put the new construction in the 25 ft. front yard right-of-way and a variance was needed. Several other homes just met the setback requirements. This ordinance would allow encroachments, but very limited, in the front yard setback.

ORDINANCES 3-16, 4-16, 5-16 – Second Reading

These ordinances address concerns the council raised in dealing with public nuisance violations.

ORDINANCE 6-16 – First Reading

A homeowner is planning on placing a 90 foot amateur radio operator tower on their property on So. 13th St. When the homeowner came to city hall to discuss his plans and check zoning requirements there was an issue with Definition #5. It includes the sentence: 'The term tower shall not include amateur radio operators' equipment, as licensed by the Federal Communications Commission (FCC).' The FCC does not have setback requirements. In this situation the tower's location is such that if it falls it will fall on the owner's home, the lawns of neighbors, or the public street. Staff and the Planning and Zoning Commission are recommending that the above sentence be removed from the ordinance.

City of Mountain Lake, MN

Ordinance #2-16

**An Ordinance Amending Section 9.11 Residential District of the City Code
regarding Residential Front Yard Encroachments**

A new Subdivision 9 is thereby added to Section 9.11 to read as follows:

Subdivision 9 Encroachments

An unenclosed landing, patio, deck, porch, open steps or similar structure is allowed in the front yard setback of the residential district provided: the floor of the structure is no higher than the entrance floor of the building; any open railing is no higher than 3 feet, 6 inches; any overhang cannot extend more than 3 feet from the building and cannot be supported by any means other than bracing; is 64 square feet or less in size; and projects no more than 8 feet into the required front yard setback.

Adopted by the City Council this ____ day of _____. 2016.

Mike Nelson, Mayor

ATTEST:

Wendy Meyer, Clerk/Administrator

Published in the Mt. Lake Observer/Advocate _____, 2016.

CITY OF MOUNTAIN LAKE, MN

ORDINANCE #3-16

**AN ORDINANCE AMENDING
MOUNTAIN LAKE CITY CODE**

CHAPTER 4 Construction Licensing, Permits and Regulation

SECTION 4.07 Uniform Building Code,

SUBDIVISION 17 Foundations, Exterior Walls and Roofs

Be it ordained by the City Council of the City of Mountain Lake that Subdivision 17 of Section 4.07 be amended to read as follows:

Added language is underlined.

SECTION 4.07 UNIFORM BUILDING CODE

SUBDIVISION 17 Foundations, Exterior Walls and Roofs

The foundation, exterior walls, and exterior roof shall be substantially water tight and protected against vermin and rodents and shall be kept in sound condition and repair. Every exterior wall shall be free of deterioration, holes, breaks, loose or rotting boards of timbers, and any other which might admit rain or dampness to the interior portion of the walls or the exterior spaces of the building. All exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by paint or other protective covering or treatment. If the exterior surface is unpainted or determined by the code enforcement officer to be paint blistered, the surface shall be painted.

Foundation and basement walls shall be free of volunteer trees, shrubbery, and other plants growing wedged between the foundation or basement wall and the surrounding soil. If the exterior surface of the pointing on any brick, block or stone wall is loose or has fallen out, the surface shall be repaired.

Adopted by the Mountain Lake City Council this _____ day of _____, 2016.

Mike Nelson, Mayor

CITY OF MOUNTAIN LAKE, MN

ORDINANCE #4-16

AN ORDINANCE AMENDING MOUNTAIN LAKE CITY CODE
CHAPTER 8 Public Protection, Crimes and Offenses
SECTION 8.03 Public Nuisances,
SUBDIVISION 3 Public Nuisances Affecting Health, Number 7
SECTION 8.03 PUBLIC NUISANCE ORDINANCE

Be it ordained by the City Council of the City of Mountain Lake that Number 7, Subdivision 3 is amended to read as follows:

Added language is underlined.

SECTION 8.03 Public Nuisances

SUBDIVISION 3 Public Nuisances Affecting Health, Number 7

All noxious weeds and other rank growth of vegetation upon public and private property. Trees, shrubbery, flower beds, and garden areas that are not reasonably maintained shall be considered rank growth.

Adopted by the Mountain Lake City Council this _____ day of _____, 2016.

Mike Nelson, Mayor

ATTEST:

Wendy Meyer, Clerk/Administrator

CITY OF MOUNTAIN LAKE, MN

ORDINANCE #5-16

AN ORDINANCE AMENDING MOUNTAIN LAKE CITY CODE
CHAPTER 8 Public Protection, Crimes and Offenses
SECTION 8.17 Grass, Weeds, Brush and Other Vegetation on
Private Property

SUBDIVISION 1 Cutting and Removal of Grass, Weeds and Other Rank, Poisonous of
Harmful Vegetation

Be it ordained by the City Council of the City of Mountain Lake that Subdivision 1 of Section 8.17 be amended to read as follows:

Added language is underlined.

SECTION 8.17

SUBDIVISION 1 Cutting and Removal of Grass, Weeds and Other Rank Poisonous or Harmful Vegetation.

It is unlawful for any person having control of any occupied or unoccupied lot or land or any part thereof in the City to permit or maintain on any such lot or land, or on or along the sidewalk, street or alley adjacent to the same between the property line and the curb or middle of the alley or for ten feet outside the property line if there be no curb, any growth of weeds, grass, brush, unmaintained garden areas and flower beds, or other rank vegetation to a greater height than eight (8) inches on the average, or any accumulation of dead weeds, grass or brush.

Adopted by the Mountain Lake City Council this _____ day of _____, 2016.

Mike Nelson, Mayor

ATTEST:

Wendy Meyer, Clerk/Administrator

Published in the Mt. Lake Observer/Butterfield Advocate on _____, 2016.

CITY OF MOUNTAIN LAKE, MN

ORDINANCE #6-16

**AN ORDINANCE AMENDING
MOUNTAIN LAKE CITY CODE**

**CHAPTER 9 Construction Land Use Regulation
SECTION 9.34 Telecommunication Towers and Antennae,
SUBDIVISION 1 Definitions; #5 Telecommunication Tower**

Be it ordained by the City Council of the City of Mountain Lake that #5, Subdivision 1 of Section 9.34 be amended to read as follows:

Language to be removed is underlined.

SECTION 9.43 TELECOMMUNICATION TOWERS AND ANTENNAE

SUBDIVISION 1 Definitions, #5 Telecommunication Tower:

Any ground or roof mounted pole, spire, self-supporting lattice, guyed or monopole structure, or combination thereof taller than 15', including support lines, cables, wires, braces, and masts, intended primarily for the purpose of mounting an antenna, meteorological device, or similar apparatus above grade. The term tower shall not include amateur radio operators' equipment, as licensed by the Federal Communications Commission (FCC).

Adopted by the Mountain Lake City Council this _____ day of _____, 2016.

Mike Nelson, Mayor

ATTEST:

Wendy Meyer, Clerk/Administrator

Published in the Mt. Lake Observer/Butterfield Advocate _____, 2016.

Ordinance #5-09

**An ordinance of the City of Mt. Lake
Establishing Section 9.34
Regulating Telecommunication Towers and Antennae**

The City Council of Mt. Lake ordains that Section 9.34 be adopted to read as follows:

SECTION 9.3~~6~~⁴. TELECOMMUNICATION TOWERS AND ANTENNAE

Subdivision 1. Definitions

1. Antenna: Any structure or device used for the purpose of collecting or transmitting electromagnetic waves, including but not limited to directional antennas, such as panels, microwave dishes, and satellite dishes, and omni-directional antennas, such as whip antennas.
2. Co-locate: To be located in the same place; to place together or to arrange; to place on same tower.
3. Commercial Wireless Telecommunication Services: Licensed commercial wireless telecommunication services, including television, cable, radio, cellular, personal communication services (PCS), specialized mobilized radio (SMR), enhanced specialized mobilized radio (ESMR), paging, and similar services that are marketed to the general public.
4. Engineer: A structural engineer licensed by the State of Minnesota.
5. Telecommunication Tower: Any ground or roof mounted pole, spire, self-supporting lattice, guyed or monopole structure, or combination thereof taller than 15', including support lines, cables, wires, braces, and masts, intended primarily for the purpose of mounting an antenna, meteorological device, or similar apparatus above grade. The term tower shall not include amateur radio operators' equipment, as licensed by the FCC.

Subdivision 2

Required Permits

Prior to any construction activities, the following permits must be secured from the City:

- A. a building permit; and
- B. a conditional use permit, as required by Section 9.70, Subd. 4

Subdivision 3

Zoning District Use

Telecommunication towers and antennae will be allowed in any zoning district in the City upon approval of the two permits required above.

Subdivision 4 Area, Setback, and Height Restrictions

- A. Lot Area. The minimum lot area requirements are determined by the zoning district in which the tower site is located and as determined by any additional area needed to meet all setback requirements of this ordinance.
- B. Tower Setbacks. The minimum setback from all property lines and public rights of way for telecommunication towers shall be equal to its height, except for towers that are designed to collapse in upon themselves. For these later type of towers, the minimum setbacks are one half the tower height for all yard setbacks.
- C. Height Restrictions. This ordinance shall apply to any telecommunications tower in excess of 15 feet. The maximum height for telecommunications towers, including antennae is two hundred (200) feet.

Subdivision 5 Co-Location Requirements

- A. A proposal for a new commercial wireless telecommunication service tower shall not be approved unless it can be documented by the applicant, and by a qualified and licensed engineer, that the telecommunication equipment planned for the proposed tower cannot be accommodated on an existing or approved tower, commercial building or public structure within a one (1) mile radius of the proposed tower site due to one or more of the following reasons:
1. The planned equipment would exceed the structural capacity of the existing or approved tower or commercial building, and the existing or approved tower cannot be reinforced, modified, or replaced to accommodate planned or equivalent equipment at a reasonable cost.
 2. The planned equipment would cause interference materially impacting the usability of other existing or planned equipment at the tower or building and interference cannot be prevented at a reasonable cost.
 3. Existing or approved towers and buildings within the search radius (1 mile) cannot accommodate the planned equipment at a height necessary to reasonably function.
 4. The applicant must demonstrate that a good faith effort to co-locate equipment on existing towers or structures within the one (1) mile radius was made, but an agreement could not be reached.

B. Documentation must be provided that any proposed commercial wireless telecommunication service tower shall be designed to accommodate both the applicant's antennae and comparable antennae for at least two (2) additional users, to allow for future rearrangement of antennae upon the tower, and to accept antennae mounted at varying heights.

Subdivision 6 Tower Design Requirements

Proposed or modified towers and antennae shall meet the following design requirements:

A. Towers and antennae shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment, except in instances where the color is dictated by federal or state authorities.

B. Commercial wireless telecommunication service towers shall be of a monopole design unless the City determines that an alternative design would better blend with the surrounding environment. Towers must be self-supporting without the use of wires, cables, beams, or other means.

Subdivision 7. Construction Requirements

A. All antenna, towers, and accessory structures shall comply with all applicable provisions of this ordinance.

B. Towers shall be certified by a qualified and licensed professional engineer to conform to the latest structural standards and wind loading requirements of the Uniform Building Code and the Electronics Industry Association.

C. No part of any antenna or tower nor any lines, cable, equipment, wires, or braces in connection with either shall at any time extend across or over any part of the right-of-way, public street, highway, sidewalk or property line.

D. Towers and associated antennae shall be designed to conform with the accepted electrical engineering methods and practices, and comply with the provisions of the National Electrical Code.

E. All signal and remote control conductors of low energy extending substantially horizontally above the ground between a tower or antennae and a structure, or between towers, shall be at least eight (8') feet above the ground at all points, unless buried underground.

F. Every tower affixed to the ground shall be protected by a security fence that meets the requirements of Section 9.51, to discourage climbing of the tower, unless waived by the City.

G. Tower locations should provide the maximum amount of screening possible for off-site views of the facility. Existing on-site vegetation shall be preserved to the maximum extent practicable. The area around the base of the tower and any accessory structures shall be landscaped and/or screened.

H. All utility buildings and structures accessory to a tower shall be architecturally designed to blend in with the surrounding environment and shall meet the minimum setback requirements of the zoning district in which the tower site is located.

Subdivision 8 Lights and Other Attachments

A. No antenna or tower shall have affixed or attached to it in any way, except during time of repair or installation, any lights, reflectors, flashers, or other illuminating device, except as required by the Federal Aviation Agency (FAA) or the Federal Communications Commission (FCC), nor shall any tower have constructed on, or attached to, in any way, any platform, catwalk, crow's nest, or like structure, except during periods of construction or repair.

B. The use of any portion of a tower for signs other than warning or equipment information signs is prohibited.

C. Proof shall be given that the proposed tower complies with regulations administered by the FAA.

Subdivision 11 Abandoned or Unused Towers or Portions of Towers

A. All abandoned or unused towers and associated facilities shall be removed within six (6) months of the cessation of operations at the site unless a time extension is approved by the City. In the event that a tower is not removed within six (6) months of cessation of operations at a site, the tower and associated facilities may be removed by the City and the cost of removal assessed against the property.

Subdivision 12 Antennae Mounted on Roofs, Walls, and Existing Towers

The placement of wireless telecommunication antennae on roofs, walls, and existing towers may be approved the City, provided the antennae meet the requirements of this ordinance

Passed and approved this 2nd day of March, 2009.



Mayor

ATTEST:



Administrator/Clerk

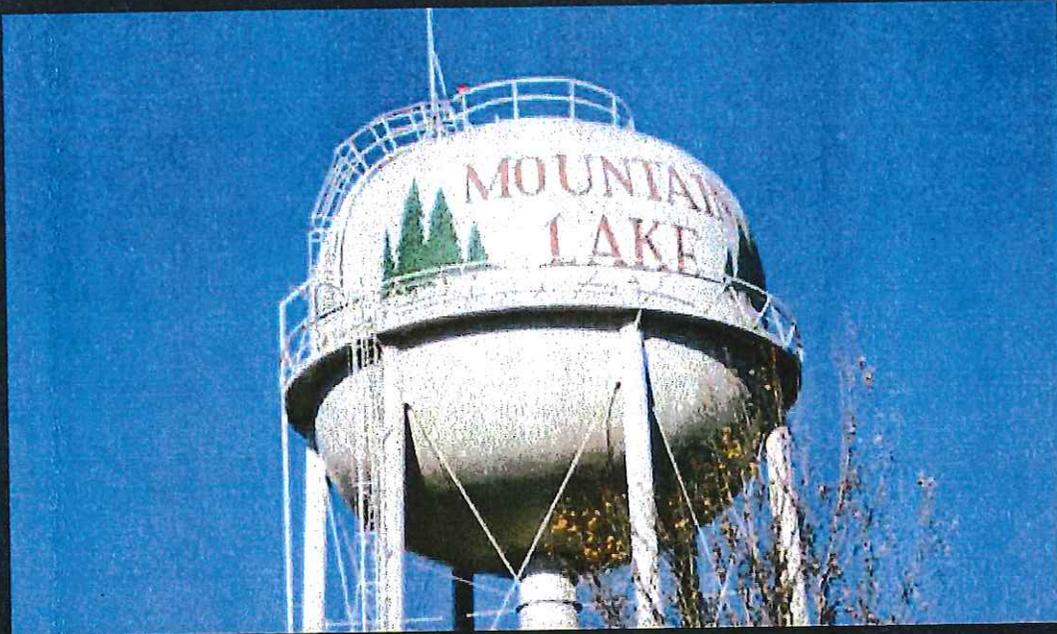
Published in the Mountain Lake Observer on 3 - 11, 2009.



City of Mountain Lake

Investment Grade Audit
Preliminary Assessment

MOUNTAIN LAKE, MINNESOTA
APRIL 21, 2016



FOR THE LIFE OF YOUR BUILDING



6900 WEDGWOOD ROAD NORTH #480
MAPLE GROVE, MN 55311
763.767.0304 • MCKINSTRY.COM

April 21, 2016

Wendy Meyer – City Clerk/Administrator
City of Mountain Lake
930 Third Ave
Mountain Lake, MN 56159

RE: GESP IGA TASK#1 – PRELIMINARY ASSESSEMNT

Dear Wendy,

McKinstry is pleased to submit this preliminary assessment of the City of Mountain Lake municipal facilities, completing our first project milestone together as a team and fulfilling deliverable requirements of GESP Task #1. Our team is excited about the opportunity to continue the facility evaluation process, while further developing our working relationship with city staff.

At this time we feel we have gained valuable knowledge regarding the condition and operating environment of your facilities through the assessment phase of the IGA development. This information is now available and has been summarized in the attached Preliminary Assessment Report. We look forward to reviewing this with your team and assisting the city in making informed decisions around the operational future of several municipal facilities.

McKinstry's motto "*For the Life of Your Building*" is evidenced in our approach to project development, management and implementation. We will ensure that you're building and mechanical systems have been carefully considered and that this key information is highlighted in the investment grade audit process.

Further, this Preliminary Assessment Report is used for outlining our initial findings, observations and recommendation for the next steps in the IGA development process.

Please feel free to contact me at 763-898-5375 once you have had the opportunity to review this information and to discuss the contents of this report and the next steps in this process.

Thank you very much for this opportunity.

Sincerely,

Paul Bredeson
Sr. Program Manager
McKinstry Essention

Josh Cowdery
Account Executive
McKinstry Essention

Executive Summary



Executive Summary

FACILITY CONDITION/DESCRIPTION

BUILDING CONSTRUCTION

The facilities reviewed during McKinstry's preliminary assessment are as listed in the table below. Dates of facility construction are approximate:

Building Name	Address	Square Footage	Year Built	Primary Use
Library	1054 4 th Ave.	5,000	1968	Library
New Water Plant	1417 Prince St.	5,610	2004	Treating drinking water
City Hall	930 Third Ave.	6,730	2000	Offices
Street Shop	1050 2 nd Ave.	14,462	2002	Equipment storage
Community Center	1027 2 nd Ave.	6,050	Unknown	Meeting/conference space/ senior dining mealsite
Power Plant	925 2 nd Ave.	8,623	1930s	Houses five diesel engines for production of electricity, electric switch gear, and other equipment
Utility Garage	210 9 th St. N.	1,518		Houses electric dept. vehicles and equipment
Fire/ Ambulance Hall	356 11 th St. N.	5,020	1970	Houses fire and ambulance vehicles and equipment, small meeting room
Old Water Plant	231 3 rd Ave.	1,225		Water and Sewer Dept. equipment
Street Lights	36 Poles & 175 Lights	N/A	N/A	Street lighting

MECHANICAL SYSTEMS

The facility mechanical systems are primarily residential style equipment, with the exception of the Powerplant and shops. Some equipment has been more recently replaced however the majority of equipment has been in service for approximately 8-15 years.

LIGHTING SYSTEMS

The street lighting system is comprised of mostly metal halide fixtures that are near the end of their useful life. Interior lighting is a mixture of lower wattage fluorescent, HID and CFL products, several of the sites have been retrofitted in recent years.

SUMMARY OF 2014 ENERGY USAGE

Total 2014 Energy Spend: \$146,000
 Energy Reduction Goal Range: 15-20% (\$22K-\$29K)

Executive Summary

EVALUATED ENERGY CONSERVATION MEASURES (ECMS)

Library

Issues:

Original building (main room & meeting room) walls are cold to touch. It is difficult to keep the meeting room at a comfortable temperature.

Observations:

The library has two older, larger furnaces and one new furnace. All the furnaces are controlled by non-programmable thermostats and have return air and outside air dampers. They each have central cooling which are relatively new and in good condition. The main concern in this building is the West facing wall which, per staff, is very cold and results in the room being very cold in the winter. An electric space heater was found during the site visit.

Recommendations:

Recommend rezoning the furnaces to provide more conditioned air to this space and/or insulating the wall. The furnaces are aging, but appear to still function normally. The restrooms also utilize standard flow water fixtures, could be converted to low flow. Possible building envelope opportunity.

New Water Plant

Issues:

Possibly replace the existing split AC unit.

Observations:

No operational issues were noted.

Recommendations:

Replacement of the Ac unit would not self-fund under the program, as equipment is beyond useful life and is in fair operating condition.

City Hall

Issues:

Possibly replace thermostats with setback capable option, ice dam issues noted, and general efficiency.

Observations:

HVAC distribution is obstructed at two points; this can be remedied fairly easily. Insulation and ventilation may need addressing near entry (hip in roof) and programmable stats should be installed to allow for more efficient operation.

Recommendations:

Replace the thermostats with a user-friendly programmable model, eliminate obstructions to supply air in corner office and address inadequate ventilation of entrance roof area.

Executive Summary

Old Water Plant

Issues:

Doors are worn and leaky, lighting poor.

Observations:

No major operational issues were noted, doors should be replaced.

Recommendations:

Replacement of heating equipment is not recommended. Building envelope and doors should be addressed along with lighting improvements.

Fire and Ambulance Hall

Issues:

Roof leaks, little if any insulation exists, not enough room, very humid in the summer, space, doors need replacement on fire side, one (1) doors needs to be replaced with two (2) doors on ambulance side, all entry doors need replacing; possibility of mold removal, floor drain on ambulance side, Air conditioning use always needs to be reset, humidity in hall is high, when firefighters return from a call it takes several days for gear to dry, not enough room to get around trucks safely.

Observations:

The meeting room has a programmable thermostat with forced air heat/dx cooling. The furnace is new within the past few years, however, the condensing unit is very old (likely >30 years). The dx unit apparently still works, but is clearly past its useful life. Recommend replacing this unit if possible; however savings will be limited due to annual runtime (when meetings are taking place).

The main concern at this facility is the leaking roof and wet insulation. The roof and insulation are original to the building (1970's). The roof is constructed of tin with no more than 4" of batt insulation which is probably providing little to no R-value due to age and condition. This is high on the priority list, but paybacks will be difficult. The space is heated with forced air furnaces that are fairly new. The restroom also utilizes standard flow water fixtures, which could be converted to low flow.

Recommendations:

Replacement of the Ac unit may not self-fund. Water and building envelope items should be considered for potential.

Executive Summary

Power Plant

Issues:

The ceiling in the generating room is falling down in areas, probably due to the roof leaking (a flat roof). Ceiling should be replaced with a sound absorbing material. The exterior walls in the switch gear room are not insulated. There is a lot of heat loss during the winter months. Updating this would decrease gas usage greatly.

Observations:

The existing boiler is quite old (>20 years) and was recently re-tubed in the past few years. It is dual fuel (diesel/natural gas), and any replacements would also need to be the same to protect against utility provider curtailment. The boiler supplies approximately 140F water year-round for the (3) older engines as well as the radiators. The radiators need to be heated because they have water running through them. The customer is going to see if they can put glycol in the radiator loop instead of plain water to eliminate the need to heat the space all winter.

Recommendations:

Recommend replacing boiler with HE dual fuel boiler and possibly removing the radiator coils from the loop if they can be drained or have glycol added or install a throttling device to only supply a small amount of HW to the radiator to keep them just warm enough to avoid freezing. A lot of heat is being wasted in the radiator room since the HW pipes go underground and through the open radiators, which are possibly leaking and might need to be replaced.

The facility just had new windows installed which the staff says significantly helped keep the facility warmer in the winter. There is also a very old electric hot water heater (probably >30 years old) that is used for (2) sinks and cleaning needs. This could be replaced as it is well past its useful life and could be integrated into the heating boiler for a fuel source, as the boiler runs 12 mos. out of the year.

There are (2) air compressors that fill (4) medium sized storage tanks with 180-210 psig air. This air is used for some tools, but the large capacity is needed to start the engines (rare). Only (1) compressor is typically needed to maintain pressure and it has an old inefficient 7.5 HP motor. The backup compressor has an old inefficient 5 HP motor.

Recommend replacing at least the 7.5 HP motor with a premium efficiency motor and conduct an air leak study to ensure high pressure air isn't escaping the system.

The roof (built up rubber membrane) is leaking and ruining the little amount of insulation they have. This will be a significant cost, but it will need to be addressed sometime in the near future.

Executive Summary

Street Shop

Issues:

Poor lighting noted.

Observations:

No major operational issues were noted, lighting should be converted to LED technology.

Recommendations:

Recommend replacement of interior lighting systems.

Street Lighting

Issues:

Street lighting is primarily metal halide technology and is inefficient.

Observations:

Mountain Lake's streets are lit primarily by three different light fixtures:

- The acorn style, pole-top fixtures near City Hall which are 175 watt HID fixtures
- 250 watt cobra head fixtures
- 150 watt farm style street lights

These lights are all on from dusk until dawn.

Recommendations:

McKinstry proposes to replace the cobra head and farm street lights with new LED heads. Wattage reductions will be significant not only because of the more efficient LED technology, but also because more of the light will be directed onto the streets and sidewalks where it is needed, rather than up into space. The acorn style fixtures could be replaced with new LED heads, or potentially retrofitted to an LED solution that would maintain the current look.

Executive Summary

SUMMARY OF POTENTIAL OPPORTUNITIES BY LOCATION:

Facility	Potential Scopes							
	Interior Lighting	Exterior Lighting	Building Envelope	Water Conservation	Roofing - insulation	HVAC Equipment	Boiler - Water Heater	Thermostats - Controls
Library	X					X		X
New Water Plant		X						
City Hall	X		X					X
Street Shop	X	X	X					
Community Center				X				
Power Plant	X	X	X		X	X	X	
Utility Garage	X	X				X		
Fire/Ambulance Hall			X		X	X		
Old Water Plant	X							
Street Lights		X						

IGA Next Steps

Task 2 Preliminary Analysis of Measures

IGA DEVELOPMENT NEXT STEPS

GESP TASK #2 PRELIMINARY ANALYSIS OF MEASURES

TASK #2 OVERVIEW

The GESP IGA development task#2 (Preliminary Analysis of Measures) will focus efforts to further define the following items, critical to the final IGA work path:

- Establish base year consumption
- Estimate / simulate building loading characteristics
- Compare base year data to estimated "post-implementation" data
- Propose estimated savings potential
- Provide calculations and methodology
- Propose any additional ECM opportunities
- Disqualify ECM opportunities that do not meet program parameters
- Submit formal preliminary report
- Presentation with Client and representatives

MILESTONES / SCHEDULE

- Meeting to present preliminary analysis should occur within two weeks
- Weekly check in to track milestones and schedule
- Invites will be send, along with agenda for all meetings