

Mt. Lake City Council
Mt. Lake City Hall
Monday, June 23, 2014
6:30 p.m.

AGENDA

1. Meeting called to order by Mayor, Dean Janzen
 - * Further information on agenda item is attached

2. Approval of Agenda and Consent Agenda
 - a. Bills: Check #'s 9916156 -9916235; 349E-351E*(1-8)
Payroll: Check #'s 61133 - 61164
 - b. Approval of June 2 Council Minutes*(9-11)
 - c. Approval of May 22 Utility Commission Minutes*(12-13)
 - d. Approval of May 19 Planning and Zoning Commission*(14-15)
 - e. Approval of May Building Permits*(16)
 - f. Approval of May 8 Police Commission Minutes*(17)
 - g. Approval of May 12 Lake Commission Minutes*(18-19)
 - h. Approval of May 9 EDA Minutes*(20-22)
 - i. Approval of May 14 Library minutes and bills*(23-25)

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

4. Small Cities Development Program (SCDP)
 - a. Adoption of Prohibition of Excessive Force Policy*(26)
 - b. Authorization to submit and sign SCDP Payment Requests*(27)
 - c. Adoption of Resolution #24-14 Adopting the Residential Anti-displacement and Relocation Assistance Plan under the Housing and Community Development Act of 1974 as Amended for the City of Mt. Lake*(28-30)
 - d. Adoption of Resolution #25-14 Establishing a Program Income Policy and Revolving Loan Fund Policies and Procedures for 2014 SCDP:CDAP-13-0062-O-FY14*(31-32)

5. 2012-14 Utility and Street Project
 - a. Request from Kuechle Underground
 - b. Sidewalk Replacement
 - c. Consider hiring Appraiser

6. 2101 3rd Ave., Administrative Fine*(33-35)

7. Lake Commission –Trail Litigation, Meeting will be Closed, Attorney-Client Privilege

8. Administrator

9. Adjourn

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*June 23, 2014
mtg
ck # 9916156 - 9916235
349E - 351E*

June 2014

	Check Amt	Invoice	Comment
10100 United Prairie			
Paid Chk# 9916156	6/2/2014	MINNESOTA ENERGY RESOURCE CORP	
E 608-46330-383	Gas Utilities	\$212.52	GAS BILL APT 407
al MINNESOTA ENERGY RESOURCE CORP		\$212.52	
Paid Chk# 9916157	6/6/2014	CARCHIOUS RODNEY	
E 607-46330-401	Repairs/Maint Buildings	\$13.60	MAY MAINTENANCE
E 608-46330-401	Repairs/Maint Buildings	\$26.40	MAY MAINTENANCE
Total CARCHIOUS RODNEY		\$40.00	
Paid Chk# 9916158	6/6/2014	CITIZEN PUBLISHING	
E 205-46500-343	Busnes Recrut/Comm Dev	\$172.00	LOT AD IN SPRING HOUSING EDITION
E 608-46330-430	Miscellaneous	\$249.20	AD FOR APT RENT
Total CITIZEN PUBLISHING		\$421.20	
Paid Chk# 9916159	6/6/2014	CITY OF MOUNTAIN LAKE	
E 607-46330-402	Repairs/Maint- Ground	\$595.00	SNOW REMOVAL HERITAGE ESTATES
E 608-46330-402	Repairs/Maint- Ground	\$1,155.00	SNOW REMOVAL HERITAGE ESTATES
Total CITY OF MOUNTAIN LAKE		\$1,750.00	
Paid Chk# 9916160	6/6/2014	COMMISSIONER OF TRANSPORTATION	
E 205-46500-430	Miscellaneous	\$60.00	PERMIT #107 HWY 60 SIGN RENT
tal COMMISSIONER OF TRANSPORTATION		\$60.00	
Paid Chk# 9916161	6/6/2014	COTTONWOOD COUNTY AUD/TREAS	
E 205-46500-354	Real Estate Taxes	\$2,434.00	RE TAX-BB'S DINER
Total COTTONWOOD COUNTY AUD/TREAS		\$2,434.00	
Paid Chk# 9916162	6/6/2014	KDOM RADIO	
E 205-46500-430	Miscellaneous	\$288.00	179140432313 HOME IMPROVEMENT ADS
Total KDOM RADIO		\$288.00	
Paid Chk# 9916163	6/6/2014	MINNESOTA ENERGY RESOURCE CORP	
E 609-46330-383	Gas Utilities	\$23.16	GAS BILL 1024 MASON MNR
al MINNESOTA ENERGY RESOURCE CORP		\$23.16	
Paid Chk# 9916164	6/6/2014	SIMPLEX GRINNELL	
E 403-46300-434	Project Expense	\$400.78	76813860 ALARM MONITORING-POP'D KERNS
Total SIMPLEX GRINNELL		\$400.78	
Paid Chk# 9916165	6/9/2014	COMMISSIONER OF REVENUE	
G 101-21702	State Withholding	\$89.24	
Total COMMISSIONER OF REVENUE		\$89.24	
Paid Chk# 9916166	6/9/2014	INTERNAL REVENUE SERVICE	
G 101-21703	FICA Tax Withholding	\$818.38	
G 101-21701	Federal Withholding	\$166.77	
Total INTERNAL REVENUE SERVICE		\$985.15	
Paid Chk# 9916167	6/6/2014	BOLTON & MENK INC.	
E 441-46300-434	Project Expense	\$352.00	SITE STAKING MT. POWER
Total BOLTON & MENK INC.		\$352.00	
Paid Chk# 9916168	6/6/2014	CARCHIOUS RODNEY	
E 609-46330-401	Repairs/Maint Buildings	\$26.66	EXTRA HOURS AT APTS
E 607-46330-401	Repairs/Maint Buildings	\$26.67	EXTRA HOURS AT APTS
E 608-46330-401	Repairs/Maint Buildings	\$26.67	EXTRA HOURS AT APTS

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			Check Amt	Invoice	Comment
Total CARCHIOUS RODNEY			\$80.00		
Paid Chk#	9916169	6/6/2014	CITIZEN PUBLISHING		
E 205-46500-430	Miscellaneous		\$166.52		APT AD
Total CITIZEN PUBLISHING			\$166.52		
Paid Chk#	9916170	6/6/2014	DARON J. FRIESEN		
E 608-46330-402	Repairs/Maint- Ground		\$214.50		MOWING AT HERITAGE ESTATES
E 609-46330-402	Repairs/Maint- Ground		\$525.00		MASON MANOR MOWING
E 607-46330-402	Repairs/Maint- Ground		\$110.50		MOWING AT HERITAGE ESTATES
Total DARON J. FRIESEN			\$850.00		
Paid Chk#	9916171	6/6/2014	EVENSON CONCRETE SYSTEMS		
E 441-46300-434	Project Expense		\$28,690.00		MASONARY-MT POWER
Total EVENSON CONCRETE SYSTEMS			\$28,690.00		
Paid Chk#	9916172	6/6/2014	GROUND ZERO SERVICES		
E 441-46300-434	Project Expense		\$44,480.37		SITE WORK,SOIL CORRECTION-MT POWER
Total GROUND ZERO SERVICES			\$44,480.37		
Paid Chk#	9916173	6/6/2014	KNICKREHM ELECTRIC		
E 441-46300-434	Project Expense		\$5,700.00		ELECTRICAL & LIGHTING-MT POWER
Total KNICKREHM ELECTRIC			\$5,700.00		
Paid Chk#	9916174	6/6/2014	LAKER GRILL		
E 205-46500-430	Miscellaneous		\$56.26	34893	5-9-14 EDA LUNCH
Total LAKER GRILL			\$56.26		
Paid Chk#	9916175	6/6/2014	SALONEK CONCRETE & CONSTRUCTIN		
E 441-46300-434	Project Expense		\$4,887.27		MT POWER BUILDING
Total SALONEK CONCRETE & CONSTRUCTIN			\$4,887.27		
Paid Chk#	9916176	6/6/2014	VOSS PLUMBING & HEATING		
E 441-46300-434	Project Expense		\$75,529.75		FOOTINGS & FOUNDATION-MT POWER
Total VOSS PLUMBING & HEATING			\$75,529.75		
Paid Chk#	9916177	6/6/2014	WILCON CONSTRUCTION INC		
E 441-46300-434	Project Expense		\$5,461.55		GENERAL CONDITIONS-MT POWER
E 441-46300-434	Project Expense		\$10,545.00		APRIL CONSTRUCTION MANAGEMENT-MT POWER BLDG
E 441-46300-434	Project Expense		\$10,545.00		MAY CONSTRUCTION MANAGEMENT
Total WILCON CONSTRUCTION INC			\$26,551.55		
Paid Chk#	9916178	6/12/2014	AFLAC		
G 101-21713	AFLAC		\$192.74		
Total AFLAC			\$192.74		
Paid Chk#	9916179	6/12/2014	BCBS/HSA		
G 101-21714	HSA		\$407.71		
Total BCBS/HSA			\$407.71		
Paid Chk#	9916180	6/12/2014	COMMISSIONER OF REVENUE		
G 101-21702	State Withholding		\$803.43		
Total COMMISSIONER OF REVENUE			\$803.43		
Paid Chk#	9916181	6/12/2014	GISLASON & HUNTER		
G 101-21712	Garnishments		\$331.54		

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Total GISLASON & HUNTER			\$331.54		
Paid Chk#	9916182	6/12/2014	INTERNAL REVENUE SERVICE		
G 101-21701	Federal Withholding		\$1,726.33		
G 101-21703	FICA Tax Withholding		\$2,361.28		
Total INTERNAL REVENUE SERVICE			\$4,087.61		
Paid Chk#	9916183	6/12/2014	LAW ENFORCEMENT LABOR SERV		
G 101-21711	PD UNION DUES		\$135.00		
Total LAW ENFORCEMENT LABOR SERV			\$135.00		
Paid Chk#	9916184	6/12/2014	PERA		
G 101-21704	PERA		\$3,594.44		
Total PERA			\$3,594.44		
Paid Chk#	9916185	6/12/2014	VALIC		
G 101-21705	VALIC		\$792.16		
Total VALIC			\$792.16		
Paid Chk#	9916186	6/10/2014	LEROY & DIANE RADTKE		
E 240-47000-510	Land		\$78,000.00		PURCHASE LOT IN JENNY'S SUB
Total LEROY & DIANE RADTKE			\$78,000.00		
Paid Chk#	9916187	6/10/2014	COTTONWOOD COUNTY AUD/TREAS		
E 205-46500-430	Miscellaneous		\$257.40		DEED TAX FOR LEROY'S LOT IN JENNY'S SUB
Total COTTONWOOD COUNTY AUD/TREAS			\$257.40		
Paid Chk#	9916188	6/10/2014	COTTONWOOD COUNTY RECORDER		
E 205-46500-430	Miscellaneous		\$46.00		RECORD PURCHASE LEROY'S LOT
Total COTTONWOOD COUNTY RECORDER			\$46.00		
Paid Chk#	9916189	6/19/2014	COUNTRY PRIDE SERVICES		
E 231-42154-212	Motor Fuels		\$431.41		AMB DIESEL
E 221-42200-212	Motor Fuels		\$304.03		FIRE DEPT GAS
E 101-43100-212	Motor Fuels		\$345.82		ST DEPT GAS
E 101-45200-212	Motor Fuels		\$487.41		PARKS GAS
E 101-42100-212	Motor Fuels		\$242.13		PD-SUV GAS
E 101-42100-212	Motor Fuels		\$556.68		PD-CHARGER GAS
E 101-43100-404	Repairs/Maint Machinery/Equip		\$56.12	123846,12494	PLIER,KNIFE,BATTERY,SAFETY GLASSES-ST DEPT
E 101-45183-402	Repairs/Maint- Ground		\$101.84	123862,12383	SIGNS,CLEANERS,BAGS
E 101-45200-401	Repairs/Maint Buildings		\$19.22	124111,12409	LAWCON PARK BATHROOMS
E 608-46330-401	Repairs/Maint Buildings		\$250.90	124367	CARTRIDGES & FURNACE FILTERS
E 607-46330-401	Repairs/Maint Buildings		\$21.33	124367	FURNACE FILTERS-HERITAGE ESTATES
E 608-46330-401	Repairs/Maint Buildings		\$191.61	124668	RO TANK-DICK APT
E 101-45186-401	Repairs/Maint Buildings		\$247.38	124944,12533	FREON/LABOR-COMM CTR
E 101-45200-404	Repairs/Maint Machinery/Equip		\$85.97	86782,86872	LAWN MOWER TIRE REPAIR,WOOD,AUGER BIT
Total COUNTRY PRIDE SERVICES			\$3,341.85		
Paid Chk#	9916190	6/19/2014	MUNICIPAL UTILITIES		
R 101-00000-31000	General Property Taxes		\$692.24		PRIVATE LINES ASSESSED-#22112
Total MUNICIPAL UTILITIES			\$692.24		
Paid Chk#	9916191	6/19/2014	MUNICIPAL UTILITIES		
R 101-00000-31000	General Property Taxes		\$249.14		UTILITY BILLS ASSESSED-22012
Total MUNICIPAL UTILITIES			\$249.14		
Paid Chk#	9916192	6/19/2014	MUNICIPAL UTILITIES		

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R 101-00000-31000	General Property Taxes		\$218.18		UTILITY BILLS ASSESSED TO TAXES-22013
	Total MUNICIPAL UTILITIES		\$218.18		
Paid Chk# 9916193	6/19/2014	MUNICIPAL UTILITIES			
R 101-00000-31000	General Property Taxes		\$1,163.80		UTILITY BILLS ASSESSED
	Total MUNICIPAL UTILITIES		\$1,163.80		
Paid Chk# 9916194	6/19/2014	MUNICIPAL UTILITIES			
E 101-43160-381	Electric Utilities		\$2,806.03		MAY STREET LIGHTING
	Total MUNICIPAL UTILITIES		\$2,806.03		
Paid Chk# 9916195	6/19/2014	FRONTIER			
E 211-45500-321	Telephone		\$59.97		LIBRARY PHONE
	Total FRONTIER		\$59.97		
Paid Chk# 9916196	6/19/2014	HOMETOWN SANITATION SERVICE			
E 101-43200-344	Property Cleanup		\$6,956.84	83985	CITY WIDE CLEANUP
	Total HOMETOWN SANITATION SERVICE		\$6,956.84		
Paid Chk# 9916197	6/19/2014	ALPHA WIRELESS COMMUNICATIONS			
E 221-42200-323	Radio-monthly service contract		\$36.00	670656	JUNE FIRE DEPT PAGER CONTRACT
E 231-42154-323	Radio-monthly service contract		\$44.00	670656	JUNE AMB PAGER CONTRACT
	otal ALPHA WIRELESS COMMUNICATIONS		\$80.00		
Paid Chk# 9916198	6/19/2014	AMERIPRIDE			
E 101-41400-401	Repairs/Maint Buildings		\$23.89	2800382875	MATS FOR CITY HALL
E 101-43100-215	Shop Supplies		\$24.76	2800382875	ORANGE SHOP TOWELS FOR ST DEPT
	Total AMERIPRIDE		\$48.65		
Paid Chk# 9916199	6/19/2014	BARGEN			
E 101-43121-224	Street Maint Materials		\$80.50	214053	5 GAL WHITE PAINT
E 101-43121-224	Street Maint Materials		\$80.50	214056	5 GAL WHITE PAINT
E 101-43100-401	Repairs/Maint Buildings		\$1,125.65	214281	ROOF REPAIRS AT CITY SHOP
	Total BARGEN		\$1,286.65		
Paid Chk# 9916200	6/19/2014	CASEYS-CREDIT CARD DEPARTMENT			
E 101-45200-212	Motor Fuels		\$504.36		PARKS GAS
E 101-43100-212	Motor Fuels		\$22.20		ST DEPT GAS
E 221-42200-430	Miscellaneous		\$73.25	5/23	PIZZA-FIRE DEPT
	otal CASEYS-CREDIT CARD DEPARTMENT		\$599.81		
Paid Chk# 9916201	6/19/2014	CHRISTIANITY TODAY			
E 211-45500-591	Periodicals		\$59.99		LIBRARY PERIODICALS-3YR
	Total CHRISTIANITY TODAY		\$59.99		
Paid Chk# 9916202	6/19/2014	CITIZEN PUBLISHING			
E 101-41400-351	Legal Notices Publishing		\$32.85	5/21/14	CONDITIONAL USE HEARING
E 101-41400-351	Legal Notices Publishing		\$29.20	5/28/14	WOOD FOR SALE AD
E 101-41400-351	Legal Notices Publishing		\$32.85	5/7/14	CONDITIONAL USE HEARING
E 101-41400-351	Legal Notices Publishing		\$51.50	5/7/14	EMT AD
	Total CITIZEN PUBLISHING		\$146.40		
Paid Chk# 9916203	6/19/2014	COTTONWOOD COUNTY AUD/TREAS			
E 101-43200-344	Property Cleanup		\$1,381.48		LANDFILL COST FOR CITY WIDE CLEANUP
	Total COTTONWOOD COUNTY AUD/TREAS		\$1,381.48		
Paid Chk# 9916204	6/19/2014	DAKOTA ACOUSTICAL TILE CO.			

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E 303-47000-430	Miscellaneous		\$12,715.00	10021	CEILING TILE DAMAGE AT POP'D KERNS BLDG
	Total DAKOTA ACOUSTICAL TILE CO.		\$12,715.00		
Paid Chk# 9916205	6/19/2014	DAWN FAST			
E 101-41400-331	Travel Expenses		\$63.17		MILEAGE-SMALL CITIES MTG IN MANKATO
	Total DAWN FAST		\$63.17		
Paid Chk# 9916206	6/19/2014	ELLE DECOR			
E 211-45500-591	Periodicals		\$13.00		PERIODICALS-1 YR
	Total ELLE DECOR		\$13.00		
Paid Chk# 9916207	6/19/2014	EXPERT T BILLING			
E 231-42154-300	Professional Srvs		\$494.00	1434	MAY AMB BILLING
	Total EXPERT T BILLING		\$494.00		
Paid Chk# 9916208	6/19/2014	FAST DISTRIBUTING			
E 101-43100-404	Repairs/Maint Machinery/Equip		\$24.98	035593	SPRAY NOZZLE
E 101-43100-404	Repairs/Maint Machinery/Equip		\$57.51	035620	NOZZLE & CLAMP
	Total FAST DISTRIBUTING		\$82.49		
Paid Chk# 9916209	6/19/2014	FRONTIER			
E 101-43100-321	Telephone		\$66.17		STREET DEPT PHONE-427-2997
E 205-46500-321	Telephone		\$10.40		CHAMBER 800#
E 101-00000-430	Miscellaneous		\$141.35		UT-PHONE
E 101-45186-321	Telephone		\$56.01		SR CTR PHONE-427-2151
E 101-42100-321	Telephone		\$253.09		POLICE DEPT PHONE-427-3403
E 101-41400-321	Telephone		\$279.43		CITY HALL PHONE-427-2999
E 205-46500-321	Telephone		\$37.50		EDA PORTION OF DSL & 427-2999
	Total FRONTIER		\$843.95		
Paid Chk# 9916210	6/19/2014	HANSON PLUMBING			
E 101-45183-401	Repairs/Maint Buildings		\$12.33	2506	DRAIN VALVE-CAMPGROUND
	Total HANSON PLUMBING		\$12.33		
Paid Chk# 9916211	6/19/2014	HERRIGS CONSTRUCTION INC.			
E 101-45200-401	Repairs/Maint Buildings		\$198.24	0935	REPAIR CONCRETE LEDGE ON BAND SHELL AT PARK
	Total HERRIGS CONSTRUCTION INC.		\$198.24		
Paid Chk# 9916212	6/19/2014	HIGLEY FORD			
E 101-42100-406	Vehicle Maint/Gen Repairs		\$758.37	64199	SERVICE ON 2010 FORD EXPEDITION-PD
	Total HIGLEY FORD		\$758.37		
Paid Chk# 9916213	6/19/2014	HOLT S CLEANING SERVICE INC.			
E 101-45186-401	Repairs/Maint Buildings		\$913.31	1849	CLEAN CARPET AT COMM CTR
	Total HOLT S CLEANING SERVICE INC.		\$913.31		
Paid Chk# 9916214	6/19/2014	HOMETOWN SANITATION SERVICE			
E 101-45183-384	Refuse/Garbage Disposal		\$239.99	81720	MAY & JUNE GARBAGE AT CAMPGROUND
	Total HOMETOWN SANITATION SERVICE		\$239.99		
Paid Chk# 9916215	6/19/2014	IN-FISHERMAN			
E 211-45500-591	Periodicals		\$36.00		LIBRARY PERIODICALS 2YR
	Total IN-FISHERMAN		\$36.00		
Paid Chk# 9916216	6/19/2014	INGRAM			
E 211-45500-590	Capital Outlay Books		\$257.18		LIBRARY BOOKS

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			Check Amt	Invoice	Comment
Total INGRAM			\$257.18		
Paid Chk#	9916217	6/19/2014	INSTITUTE FOR ENVIRONMENTAL AS		
E	101-41910-344	Property Cleanup	\$1,482.00		202 12TH ST DEMO INSPECTION
total INSTITUTE FOR ENVIRONMENTAL AS			\$1,482.00		
Paid Chk#	9916218	6/19/2014	JAND DEVELOPMENT		
E	470-49000-300	Professional Svcs	\$5,300.81		1ST HALF 2014 TIF
Total JAND DEVELOPMENT			\$5,300.81		
Paid Chk#	9916219	6/19/2014	JUSTIN VOSHAGE		
E	101-00000-430	Miscellaneous	\$290.00	14	MOWING PROPERTIES BEFORE POWWOW
E	101-00000-430	Miscellaneous	\$110.00	16	MOWING PROPERTIES BEFORE POWWOW
Total JUSTIN VOSHAGE			\$400.00		
Paid Chk#	9916220	6/19/2014	KDOM RADIO		
E	101-00000-430	Miscellaneous	\$181.00	540140532457	MONTHLY ADV
Total KDOM RADIO			\$181.00		
Paid Chk#	9916221	6/19/2014	KOLANDER TREE SERVICE		
E	101-45204-407	Tree Maintenance	\$11,600.00	1458	2014 TREE REMOVAL
Total KOLANDER TREE SERVICE			\$11,600.00		
Paid Chk#	9916222	6/19/2014	L & S CONSTRUCTION		
E	101-43121-224	Street Maint Materials	\$7,933.50		738 YDS CLASS 5 GRAVEL @\$10.75
Total L & S CONSTRUCTION			\$7,933.50		
Paid Chk#	9916223	6/19/2014	MAYNARDS FOOD CENTER		
E	101-41400-200	Office Supplies	\$5.34	5/1/2014	CLEANER FOR OFFICE
E	101-41400-200	Office Supplies	\$15.58	5/14/2014	TP FOR CITY HALL
Total MAYNARDS FOOD CENTER			\$20.92		
Paid Chk#	9916224	6/19/2014	MINNESOTA RESORT & CAMPGROUND		
E	101-45183-433	Dues and Subscriptions	\$333.60	401158	CAMPGROUND DUES 7-1 TO 6-30
tal MINNESOTA RESORT & CAMPGROUND			\$333.60		
Paid Chk#	9916225	6/19/2014	MN DEPT OF NATURAL RESOURCES		
E	101-45124-430	Miscellaneous	\$150.00	2014-2384	BEACH PERMIT
Total MN DEPT OF NATURAL RESOURCES			\$150.00		
Paid Chk#	9916226	6/19/2014	MUNICIPAL UTILITIES		
R	101-00000-31000	General Property Taxes	\$3,124.79		PRIVATE SEWER LINES ASSESSED TO TAXES-22123
Total MUNICIPAL UTILITIES			\$3,124.79		
Paid Chk#	9916227	6/19/2014	MUSKE, MUSKE, SURHOFF		
E	101-41400-304	Legal Fees	\$3,923.03		LEGAL FEES
Total MUSKE, MUSKE, SURHOFF			\$3,923.03		
Paid Chk#	9916228	6/19/2014	PINEBROOK		
E	360-47000-300	Professional Svcs	\$3,014.96		1ST HALF 2014 TIF
Total PINEBROOK			\$3,014.96		
Paid Chk#	9916229	6/19/2014	PRAXAIR		
E	231-42154-210	Operating Supplies	\$125.79	49523575	OXYGEN FOR AMB
Total PRAXAIR			\$125.79		
Paid Chk#	9916230	6/19/2014	RED FEATHER PAPER		

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			Check Amt	Invoice	Comment
E 101-45200-210	Operating Supplies		\$164.40	75496	TOWELS & TP FOR PARK
	Total RED FEATHER PAPER		\$164.40		
Paid Chk# 9916231	6/19/2014	SW/WC SERVICE COOPERATIVES			
E 101-43100-131	Employer Paid Health		\$1,926.28		JULY HEALTH INS-ST DEPT
E 101-41400-131	Employer Paid Health		\$2,140.32		JULY HEALTH INS-OFFICE
E 101-42100-131	Employer Paid Health		\$3,543.54		JULY HEALTH INS-POLICE DEPT
E 101-46200-131	Employer Paid Health		\$642.10		JULY HEALTH INS-CEMETERY
E 211-45500-131	Employer Paid Health		\$1,070.16		JULY HEALTH INS-LIBRARY
E 205-46500-131	Employer Paid Health		\$1,070.16		JULY HEALTH INS-EDA
E 101-45200-131	Employer Paid Health		\$642.10		JULY HEALTH INS-PARKS DEPT
E 101-42100-135	Employer Paid Other		\$366.00		JULY HEALTH INS-BRIAN LUNZ
	Total SW/WC SERVICE COOPERATIVES		\$11,400.66		
Paid Chk# 9916232	6/19/2014	THIRD AVENUE AUTO PARTS			
E 101-45200-404	Repairs/Maint Machinery/Equip		\$3.39	S139466	OIL FOR MOWERS
E 101-45200-404	Repairs/Maint Machinery/Equip		\$74.29	S139504	OIL FILTERS,OIL,TRIMMER LINE
E 101-46200-210	Operating Supplies		\$5.39	S139644	TRIMMER LINE-CEMETERY
E 101-45200-404	Repairs/Maint Machinery/Equip		\$10.78	S139689	TRIMMER LINE
E 101-45200-404	Repairs/Maint Machinery/Equip		\$5.99	S139741	ADHESIVE-BAGGER
E 101-43100-404	Repairs/Maint Machinery/Equip		\$4.90	S139744	EIKO LIGHTING
E 101-42100-406	Vehicle Maint/Gen Repairs		\$40.00	S139761	QUARTERS FOR CAR WASH
	Total THIRD AVENUE AUTO PARTS		\$144.74		
Paid Chk# 9916233	6/19/2014	TITAN PRO			
E 101-45200-402	Repairs/Maint- Ground		\$318.51	10075	24D,GLYPHOSATE-PARKS
E 101-45200-402	Repairs/Maint- Ground		\$697.80	10076	CURTAIN,PRAMITOL,GLYPHOSATE
E 608-46330-402	Repairs/Maint- Ground		\$95.07	10089	WEED & FEED-HERITAGE ESTATES
E 607-46330-402	Repairs/Maint- Ground		\$46.83	10089	WEED & FEED-HERITAGE ESTATES
E 101-43100-430	Miscellaneous		\$141.77	10229	24D
	Total TITAN PRO		\$1,299.98		
Paid Chk# 9916234	6/19/2014	TOWNS EDGE AUTO			
E 101-43100-404	Repairs/Maint Machinery/Equip		\$4.16	19363	BULB #11
	Total TOWNS EDGE AUTO		\$4.16		
Paid Chk# 9916235	6/19/2014	WINDOM AREA HOSPITAL			
E 231-42154-430	Miscellaneous		\$181.73		NURSE ON TRANSFER TO SIOUX FALLS
	Total WINDOM AREA HOSPITAL		\$181.73		
	10100 United Prairie		\$369,199.93		

***Check Detail Register©**

June 2014

Check Amt Invoice Comment

Fund Summary

10100 United Prairie

101 GENERAL FUND	\$71,982.07
205 ECONOMIC DEVELOPMENT AUTHORITY	\$4,598.24
211 LIBRARY FUND	\$1,496.30
221 FIRE DEPT FUND	\$413.28
231 AMBULANCE FUND	\$1,276.93
240 PROTIENT--DTED LOAN	\$78,000.00
303 T.I.F. #1-5 POPD KERNS	\$12,715.00
360 T.I.F. #1-3 PINEBROOK	\$3,014.96
403 POPD KERNS CONST ACCT	\$400.78
441 MT POWER CONST ACCT	\$186,190.94
470 T.I.F. #1 HOSPITAL PROJECT FND	\$5,300.81
607 EDA----4 PLEX FUND	\$813.93
608 EDA----8 PLEX FUND	\$2,421.87
609 EDA-- MASON MANOR	\$574.82
	<hr/>
	\$369,199.93

Paid Chk# 000349E 6/6/2014 UNITED PRAIRIE BANK

G 609-22800 Notes Payable - Current	\$393.97	MASON MANOR-PRINC PAYMENT
E 609-46330-610 Interest	\$896.56	MASON MANOR-INTEREST PAYMENT
Total UNITED PRAIRIE BANK	\$1,290.53	

Paid Chk# 000350E 6/9/2014 PERA

E 231-42154-121 PERA	\$7,494.68	1ST HALF 2014 AMB PERA
Total PERA	\$7,494.68	

Paid Chk# 000351E 6/9/2014 UNITED PRAIRIE BANK

E 608-46330-301 Auditing and Acct g Services	\$5.00	NSF FEE--ANNA GALLIAN RENT CHECK
Total UNITED PRAIRIE BANK	\$5.00	

DRAFT
Mt. Lake City Council
Mt. Lake City Hall
Monday, June 2, 2014
6:30 p.m.

Members Present: Dean Janzen, Audi Nickel, David Savage, Brian Schultz, Andrew Ysker

Members Absent: None

Staff Present: Maryellen Suhrhoff, City Attorney, Muske, Muske & and Suhrhoff;
Wendy Meyer, Clerk/Administrator

Others Present: Doug Regehr

Call to Order

Mayor Janzen called the meeting to order at 6:30 p.m. Motion by Nickel, seconded by Ysker, to amend the agenda with the addition of 1. Resolution #22-14, Calling Public Hearing on the Proposed Modification of Redevelopment Project No.1. and the Proposed Establishment of Tax Increment Financing District No. 1-8 within Redevelopment Project No. 1 and the Proposed Adoption of the Modified Redevelopment Plan and Adoption of Tax increment Financing Plan related to thereto and approval of the Business Subsidy, 2. Resolution #23-14 Approving a Conditional Use Permit to allow the Keeping of Farm Animals in the Residential District, 520 Klein St., PIN 22.441.0130, Lots 2, 3 and 4, Block 2, Klein's Subdivision and 3. Repair settling on 2nd 5th and 6th Ave. that occurred following the 2012 construction season. Motion carried unanimously. Motion by Nickel, seconded by Schultz, to adopt the consent agenda as presented and the agenda as amended. Motion carried unanimously.

Bills: Check #'s 9916116 -9916155; 346-348E

Payroll: Check #'s 61115 - 61132

May 19 Council Minutes

May 8 Utility Commission Minutes

April 28 Planning and Zoning Commission

Resolution #20-14 Certifying Unpaid Utility Charges for Collection with Property Taxes

Close Street for Pow Wow, The Laker and Bike Mt. Lake

Rural Fire Dept. Volunteer Fire Assistance Matching DNR Grant Project Proposal

Public

Doug Regehr discussed storm water run-off and the request that residents voluntary conserve water now in effect.

Classification and Compensation Study – Preliminary Report

Greg Mangold, Fox, Lawson and Associates (FLA) reviewed the report. FLA gathered wage and salary information from similar sized cities in southwest, southeast and central Minnesota through the League of MN Cities Salary Survey. Jobs descriptions were reviewed, employees

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interviewed and job values assigned. FLA found that city employees' salary range midpoints were on average 11.8% below the average range midpoints of the market. This difference indicates that there is a possible misalignment with the market. The next step is to establish pay ranges, review those jobs that vary significantly from the market, and make adjustments where necessary. FLA will prepare scenarios for the council's consideration.

202 12th St. S.

Motion by Savage seconded by Nickel, to award the demolition of the house and garage to Nickel Construction at a cost of \$3,300. Motion carried unanimously. This does not include landfill charges or asbestos abatement.

Hazardous Building, 724 Prince St.

Motion by Schultz, seconded by Nickel, to adopt Resolution #20-14 Resolution Ordering the Repair of Removal of a Hazardous Building under MN Statutes 463.15 to 463.61. Motion carried unanimously.

412 7th St. Update

The owner has been served and has 20 days from date of service to respond. The 20 days have not elapsed.

Retroreflectivity Policy

The MN Commissioner of Transportation has ordered that the Manual of Uniform Traffic Control Devices (MUTCD) be adopted, implemented and applied to all traffic control devices. Minnesota cities must establish a method to maintain sign retroreflectivity by June 13, 2014. The policy was reviewed. Motion by Ysker, seconded by Nickel, to adopt the policy as presented. Motion carried unanimously.

Mt. Lake Foundation Bike Plan Update

Abandoned bikes are being repaired. A contract with the bicycle mechanic will be drafted.

Call for Public Hearing – Tax Increment Financing (TIF) Project, Jennie's Subdivision

Motion by Schultz, seconded by Savage, to adopt Resolution #22-14 calling for a July 7 public hearing on the modification of Redevelopment District #1, establishment of District #1-8, and the adoption of the Redevelopment Plan and the TIF Plan. Motion carried unanimously.

Approval of Conditional Use Permit

The owner of 520 Klein St., Mike McCue, PIN 22.441.0130, has applied for a conditional use permit to keep 30 chickens on his three acre parcel. A public hearing was conducted before the Planning and Zoning Commission. The Commission is recommending the approval of the condition use with no conditions. Motion by Nickel, seconded by Schultz, to approve the permit. Voting Yes: Nickel, Savage, and Schultz. Voting No: Janzen, Ysker. Motion carried.

Miscellaneous

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The Council/Department Head Capital Improvement Plan review and revision meeting was set for 6:30 p.m. on Wed. June 25. The administrator will be attending the MN League of Cities Conference June 18-20. The identification of future uses (commitment or assignment) of funds in the general fund was reviewed.

Closed Meeting – Attorney/Client Privilege

Janzen opened the closed meeting at 7:47 p.m. to discuss the 2012-14 Utility and Street Project. The regular meeting was opened at 8:18 p.m. No action taken.

Adjourn

Motion by Nickel, seconded by Ysker, to adjourn at 8:20 p.m.

ATTEST: '

Wendy Meyer

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SPECIAL UTILITIES COMMISSION MEETING
THURSDAY, MAY 22, 2014
7:00 A.M.

PRESENT: Mark Langland
Mike Johnson
Bryan Barga, Chairman
David Savage-City Council Liaison
Brett Lohrenz

ABSENT: John Carrison

STAFF: Lynda Cowell – Utilities Office Manager
Kevin Krahn – Water/Wastewater Supt.
Dave Watkins – Water/Wastewater
Pat Oja – Lineman
Ron Melson – Electric Supt.
Wendy Meyer - City Administrator

OTHERS: None

Bryan Barga - Chairman called the special meeting of the Utilities commission for May 22, 2014 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 #14388-14421.

2. Water Department:

Ellingson Sewer: 1027 2nd Ave. The sewer line leaves the building and goes north through the alley to 3rd Ave. It is unclear if it is a private line or part of the city system. Motion by Brett Lohrenz seconded by Mike Johnson to split the cost for sewer cleaning and Nickel's cost for digging with the Ellingson's. Motion carried.

Radio Read Meters: Motion by Mark Langland seconded by Mike Johnson to purchase 150 water meters now at a price of \$19,550.00 and budget for 100 meters for next year. Motion carried.

Jim Fleming Sewer: The problem is with the private line. .

Watering Ban for the City of Mountain Lake: The article that was in the utility bills mailed May 23 and given to the media was presented. FYI

3. Electric Department:

Vehicle: Ron updated the commission on his efforts to locate a truck. He will continue to look. yet.

69KV Pole Replacement: A farmer hit a pole on the 69KV line earlier this spring. The work was beyond Mt. Lake utility equipment to repair; Great River Energy was hired. The power plant supplied electricity for Mt. lake from 8:30 a.m. to 11:00 a.m. on the day that the pole was replaced. A problem in the substation prevented going back on the grid at 11 a.m. Ron contacted Utilities Plus and the problem was temporarily fixed. Utilities Plus is scheduled to make permanent repairs.

4. Office:

Attach Unpaid Utility Bills to Property Taxes for Collection The Commission reviewed a letter from MMUA explaining that our policy of apportioning utility bill payments first to electric, second to water and third to sewer is the method used by most cities. State statute gives Mt. Lake Utilities the power to adopt policies for utility operation.

Assembly of God Church Request: The commission considered a letter from the church requesting that the utility reduce the cost of utilities to the Island View Campground sites rented by volunteers who will help with church construction. By consensus the commission decided to not reduce the cost.

DEED grant award: The 2014 Minnesota Small Cities Development Program grant was approved in the amount of \$890,900 for the construction of Well #7 and housing rehab.

Meeting Adjourned.

DRAFT
Regular Meeting
Planning and Zoning Commission
Monday, May 19, 2014
5:30 p.m.
City Hall

Members Present: Nathan Harder, Tim Janzen, Doug Regehr, Nik Strom, Travis Smith

Members Absent: Erland Braun, Shawn Hiebert

Staff Present: Wendy Meyer, Clerk/Administrator

Others Present: Ron Becker, John Zschetzsche, Rachel Yoder, Joshua Mychackavane

Call to order.

Janzen called the meeting to order at 5:30 p.m. There were no additions to the agenda. Motion by Regehr, seconded by Harder, to adopt the agenda as presented. Motion carried.

Approval of the April 28 minutes

Motion by Smith, seconded by Strom, to approve the minutes. Motion carried.

5:35 p.m. Becker Conditional Use Permit Public Hearing – PIN 22.321.0020

Janzen opened the public hearing at 5:35 p.m. Ron Becker, 1416 Boxelder St. is requesting a conditional use permit in order to keep bees on his property. At this time he intends to have three colonies; code allows up to eight on this size property. Location and size of signs notifying the public were discussed. The application, plot map and draft findings of fact were reviewed and discussed. Conditions were considered. The public hearing closed at 5:55 p.m. Motion by Strom, seconded by Regehr, to recommend to the council the approval of conditional use permit with two conditions: 1. Signage – One sign, 8.5 by 11 must be placed facing Boxelder St. in a prominent location near the water source directly east of the house. 2. Number of Colonies - The owner must notify the City of the number of colonies on the property increase. Motion carried.

Special June Meeting

A resident submitted a conditional use permit and just missed the publication timelines to hold the public hearing at the May 19 meeting. In order to expedite the conditional use permit process the Commission will hold a special meeting at 5:30 p.m. on Monday, June 2.

Adjourn

Motion by Smith, seconded by Strom to adjourn at 6 p.m.

ATTEST:

Wendy Meyer, Clerk/Administrator

May 2014
City of Mt. Lake
Shingling, Siding and Building Permits

Shingling Permits								
Stamp	Tyler	209 9th St. N.	22.520.0600	self			roof house with steel	
Ysker	John	114 15th St.	22.411.0040	CR Const. BC630411			shingle garage	
Nelson	Wade	1016 Midway	22.358.0020	self			shingle garage	
Hovdet	Adam	811 4th Ave	22.520.1640	Otten Ext BC630800			shingle house & garage	
Midway	Farm	County Road 1	22.034.0100	Otten Ext BC630800			re-tin metal building	
Prachomphonh	Bruce	1609 2nd Ave	22.610.0410	self			shingle house and garage	
Kamolz	Jason	1503 Mt. Lake Road	22.321.0060	Quad Bros BC631050			shingle house & garage	
Adrian	Lorraine	620 3rd Avenue	22.413.0250	self			shingle house & garage	
Thammavongsa	Sangvane	1513 3rd Ave	22.412.0011	self			shingle house & garage	
Stoesz	Waldo	713 8th St N	22.415.0080	self			shingle house & garage	
Building Permits								
Thammavongsa	Sangvane	1513 3rd Ave	22.412.0011	self			porch addition on front of house	
Hanson	Mark	415 11th St.	22.520.1360	Wall C636606			fence	

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Police Commission Mtg
May 8, 2014

Members Present: Wendy Myers, Andy Ysker, William Phanlauangsouk, Darryl Bargaen,
Sue Garloff and Doug Bristol & Norm Kunkel

Call to Order: Norm Kunkel

1. April Minutes read: no addition or corrections
 - a. Motion to approve: Darryl Bargaen: Seconded: William Phanlauangsouk
2. Budget Expenditures
 - a. Ammunition: 2 ½ years worth
 - b. New evidence bags
 - c. Black gloves at \$30.00 a box
 - d. Revenues normal
 - e. New computer ordered for office
- \$1300 and \$250 for software
 - f. Nick: blood draw
3. Chief's Report
 - a. Calls and citations are average
 - b. Incident totals
 - DWI
 - Dog bite: self quarantine
 - Ordinance to show what the policy is...
 - Probation violation
 - c. Mileage: Dodge 49418 and Ford 64504
4. New Business
 - a. Tough tablets: will activate the wireless cards
 - b. Docking stations not yet ordered
 - c. Process underway for junk clean up/ 20 days to respond back
 - d. Garbage pick up/clean up went well

Motion to Adjourn: Darryl Bargaen: Seconded: Sue Garloff

**Regular Lake Commission Meeting
Monday, May 12, 2014**

Members Present: Jim Peterson, Jay Schied, Matt Anderson, Dave Bucklin,
Greg Hildebrandt, Jean Haberman

Guests Present: Ted Janzen, Rachel Yoder

Chair Peterson called the meeting order at 6:30 p.m. M/S/P Bucklin Schied to
approve the minutes of the April 14, 2014 meeting.

Treasurer's Report:

Ending Cash Balance	(\$71,046.53)
Bills:	
Country Pride - Adapter / Anti-freeze	139.00
Muske - Legal Fees	2,981.03
Untamed Mouse - Disc golf brochure	255.71
Income:	
Mountain Lake Foundation Grant	801.87

M/S/P Anderson/ Bucklin to approve Treasurer's Report.

Lake: Lake Clean-up will be held Wed., May 14th; from 3:15-5:00 p.m. Jean and Matt handed out flyers to students in grades 3-6. Jean made coupons for ice cream cones from Sweet Fields.

Work is being done on the harvester to get it ready to launch next week. Radtke straightened the paddle mount. After the chain is shortened, Radtke will weld a piece on the bottom of the conveyer. Bob Ewert and Ted Janzen expressed interest in running the lake harvester.

Jim will ask Heather Funk if she will volunteer to take lake level readings for the DNR.

Trail: Dave reported that some new cracks are developing where the cracks were filled. He will talk to Bargaen about the problem.

The Community Bike Ride will be Saturday, June 14th; at 10:00 a.m. Riders will meet at the boat landing to start the Mayor's Community Bike Ride around the trail. Everyone will get a free bottle of water. Some of the streets in Mountain Lake will be blocked off for bikers who want to ride in town. They will pick up their bottle of water at Sweet Fields. Dave and Jay volunteered to help Wendy put up street blockades at 8:00 a.m. Jean and Heather will hand out water at the boat landing.

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There was lengthy discussion about what to include on a trail brochure. Dave mentioned that the Chamber wants to encourage biking in town by establishing a bike route and having bikes available to borrow. For now, we will work on making a checklist of things to see on the trail.

Pow Wow Parade: It was decided to have an entry in the Pow Wow parade to promote the trail. Matt and Jean volunteered to ride their bikes and we'll try to get more riders.

Beach: Jim contacted Brian Schultz to see what the status is on the permit application to remove cattails on the beach. Brian said that we have to submit a permit to the Dept. of Waters - Scott Bohling.

Old Business: Jim will offer the leftover Kids' Fishing Contest prizes to the Sportsmen's Club for their ice-fishing contest.

Dave said that the approval process for the buckthorn removal grant should be completed in the next two weeks.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jean Haberman". The signature is written in black ink and is positioned above the typed name.

Jean Haberman, Secretary

REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY

May 9, 2014
12:00 Noon

PRESENT: Brian Harder, Vern Peterson, Jerry Haberman, Dean Janzen, and Steve Syverson

ABSENT: Mark Hanson, Audi Nickel, and Clara Johnson and Deb Englund, Advisors

STAFF PRESENT: Rob Anderson and Marva Ott

CITY ADMINISTRATOR: Wendy Meyer

GUESTS: Leroy Radtke, Eric Olfert, Stephani Sundry and Ron Peterson of MSC, Cheryl Hiebert of Observer/Advocate; Tammy Omdahl from Northland Securities came in at 12:30.

1. Call to Order: Vern called the meeting to order.
2. Consent Agenda: 3 additional bills for painting apartments of \$315 and \$162; Seed Center in the amount of \$1,408.75 and Brunton Architects for \$350.00 were added to the agenda for payment. Motion made and seconded by Dean and Brian to approve the minutes, bills and financials with the additional bills as presented. Carried.
3. Laker Grill loan request: Leroy in attendance. Laker is requesting \$16,000.00 loan for 5 years at 2% interest for some equipment needed. They are willing to put in equity and collateral will be a 2nd mortgage on the Grill. The board asked questions about the interest rate and who determined it. Rob stated that this is what the Radtke's were requesting. After some brief discussion about the interest rate, a motion was made and seconded by Brian and Dean to approve the loan of \$16,000.00 at 3% interest over 5 years with the collateral of a 2nd mortgage. Carried.
4. Radtke's lot in Jenny's Subdivision: Rob stated that this may tie into #9 on the agenda regarding possible expansion for Midstates Equipment which recently came up. Rob stated that we can use TIF to acquire Radtke's lot. Leroy is asking \$70,983.66 plus legal fees for his lot today. Midstates wants to start construction as soon as possible and is needing 3 acres of land and the TIF. No other questions for Leroy so he was excused and told we would be in contact with him later. Matter tabled for discussion later.
5. Custom Motors: Rob received an email from Bill Anderson earlier today with his plan of action. They are currently 3 months behind on rent/payments. A check was just received in the amount of \$2,000.00 but is not a money order or cashier's check. Dawn will be depositing the check at noon today. The board discussed several options and concluded that since we have had so many bad checks in the past that Custom Motors needs to do money orders from now on and not to accept regular checks from him again.
6. Fitness Center lease renewal: Rob is recommending that we go ahead with a year lease at \$418.00 per month. Motion made and seconded by Jerry and Brian to approve the new lease agreement and terms. Carried. They are also asking about tinting the windows as

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the sun is a real problem for clients. The board agreed that they could do this as long as it's a removable tinting. There is also a water leak on the east wall again which has happened previously. The board asked Rob to get an estimate on fixing this and bring it to the next meeting. No action on this.

7. Mountain Power Hydraulics expansion: construction is on-going; debris was removed at a cost of \$55,000.00; timeframe is on schedule; Rob handed out an updated budget schedule for review which now totals \$1,707,461.60. There is almost \$19,000.00 in reserves.
8. MSG possible expansion: The board discussed the expansion options of leasing or owning the building. Stephani Sundry was there representing MSG and explained what they are looking at doing now. They would like to do a 29,000 sq. ft. expansion for warehousing. They have decided to move forward with this immediately. The company is growing and doing well and they are vested in Mt. Lake. They currently have 52 employees and 2 more jobs will be created with this expansion. The board discussed several options including donating the building to them so they would own it and it can go back on the tax rolls. MSG would then build their own addition to the existing building. TIF can be used to pay ourselves back for the building cost we have expended to date. Tabled till Tammy Omdahl arrived to answer TIF questions.
9. Midstates Expansion: They are being courted by St. James and Windom also. They want a letter in writing stating that the EDA would give them free land and TIF. Jerry Haberman has also indicated that he would be willing to sell us his land across Hwy 60 but this would cost over ¼ of a million dollars to get the infrastructure to that property. We could apply for a grant for the infrastructure but we don't have time for that as Midstates wants to start construction this summer. Several other questions were asked and Rob stated that Tammy should be here shortly to answer questions. Matter tabled till Tammy arrived.
10. Tammy Omdahl arrived at the meeting and the board asked her the questions regarding TIF and paying ourselves back. We could donate the land after the TIF is established. Several things were discussed including timelines for purchase of the land and other items. After the board received answers from Tammy a motion was made by Jerry to proceed with a purchase agreement on the Conestoga building with MSG to buy it for \$1.00 and to require the company to build a 29,000 sq. ft. building within a year. Motion was then amended to include authorizing the development of a TIF District by Jerry and seconded by Dean. Motion carried.
11. Midstates discussion continued: They are needing a 13,500 sq. ft. building. The board discussed Leroy's lot purchase. Rob explained what Midstates is wanting to Tammy and asked her questions about doing a TIF and paying for the lot. Tammy stated that it needs to qualify under the Small Cities Exemption. The building is estimated to cost between \$750,000.00 and \$1 million dollars. Tammy stated that you can figure 25% for the TIF. The company would like to start construction by June. After some more discussion a motion was made and seconded by Brian and Dean to offer to buy Leroy's lot for

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\$71,000.00. Carried. Tammy stated that the first \$71,000.00 of the TIF could go to repay the EDA for the land and then the rest of the TIF could go to the company. Rob called Leroy to see if he would agree to sell his property to the EDA for the approve amount. Leroy told Rob he would let him know his answer on Monday. Dean then made a motion to authorize the development of a TIF district for Midstates and Jerry seconded the motion. Discussion about the company wanting a proposal in writing from the EDA ensued. Motion carried. The TIF can begin with estimates and be re-drafted when we have exact amounts. Steve then made a motion to offer the land to Brad Bargen of Midstates with the TIF development and Jerry seconded the motion. Carried. Leroy's lot costs will be \$71,000.00 less assessments plus legal costs.

12. BB's Diner: Rob told the board that the locks have been changed and we own the building. No news from Brenda Harder yet. She is still working on getting estimates to add on to her building on west edge of town. A question was asked by a board member about whether we would consider leasing BB's to Brenda and what the payment would be. We still need to list the property for sale but we could give her 1st right of refusal if we do a lease. The board discussed possible rent amount of \$500.00 per month. Rob will ask Brenda if she would consider this option.

13. General Discussion:

- Daycare-things are starting to move forward on this issue to see if anyone may be interested in starting a daycare.
- Next meeting will be moved to June 6th due to Pow Wow.
- Bike Trail issue is tabled for now.
- Puente's are moving forward with building in Lakeview Estates on Lot 1 Blk 2.
- Nothing further.

14. Meeting adjourned.

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Mountain Lake Public Library Board Minutes
May 14, 2014

Members Present: Barrie Wright, Diane Englin, Marci Hernandez, Vickie Krueger, Margaret Hopwood, Carol Lehman-Director

Members Absent: None

Others Present: None

The meeting was called to order at 4:35 pm by chairman.

M/S/P Englin/Hopwood to approve the minutes of the April 2014 meeting.

Carol presented the April monthly report indicating 3,205 total circulation and expenditures in the amount of \$3,642.41. **M/S/P Englin/Krueger.**

Old Business: 3 new computers were recently purchased by the Friends of Library. The Zinio digital magazine subscription started May 1st.

New Business: Discussed holiday closings which will be; May 24th and 25th; June 16th and 17th for Pow Wow; July 4th and 5th; Aug. 30th and Sept. 1st.

Library Activity report for April was given.

Meeting adjourned at 5:30 p.m. by chairman.

NEXT MEETING: Wednesday June 11th - 4:30 p.m.

Respectfully submitted,



Marci Hernandez, secretary

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CITY OF MOUNTAIN LAKE

PUBLIC LIBRARY REPORT

MONTH OF May, 2014

CIRCULATION AND USE

Adult fiction	_____
Adult nonfiction	_____
Non print (includes videos, cassettes, art prints, etc.)	_____
Juvenile	_____
Periodicals	_____

TOTAL CIRCULATION 2,762

Interlibrary loan sent	<u>257</u>
Interlibrary loan received	<u>183</u>

TOTAL ILL 440

ILL NON SYSTEM 106

RECEIPTS

Cash income	_____
Donations (monetary)	_____
County Revenue	_____
Misc. Revenue	_____
Fines	<u>17.50</u>
Meeting room rental	_____
Sale of supplies	_____

TOTAL RECEIPTS 17.50

EXPENDITURES

Books	<u>963.79</u>
Periodicals	<u>108.99</u>
Audio-visual	<u>70.47</u>
Supplies	_____
Postage	_____
Miscellaneous	_____
Telephone	<u>58.92</u>
Repairs & maintenance - <i>janitor</i>	<u>345.00</u>
Repairs & maint. of equipment	_____
Project expense	_____
Capital outlay	_____
Automation	_____
Gas Utilities	<u>75.82</u>

TOTAL EXPENDITURES \$1,622.99

(24)

LIBRARY DIRECTOR Carol Lehman

LIBRARY EXPENDITURES - MAY 2014

Christianity Today	Periodicals - 3 yr.	\$59.99
Elle Décor	Periodicals - 1 yr.	\$13.00
Frontier	Telephone Expense	\$58.92
GECRB/Amazon	Books 706.61 / AV 70.47	\$777.08
Dennis Hulzebos	Repairs & Maintenance - Janitorial	\$345.00
In-Fisherman	Periodicals - 2 yr.	\$36.00
Ingram	Books	\$257.18
MN Energy Resources Corp.	Gas Utilities	\$75.82
		<hr/>
	Total	\$1,622.99

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Prohibition of Excessive Force Policy

The City of Mountain Lake prohibits the use excessive force by law enforcement agencies within its jurisdiction against individuals engaged in nonviolent civil rights demonstrations.

The City of Mountain Lake also will enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction.

This policy was adopted by the Mountain Lake City Council at its regular meeting on June 23rd, 2014.

Mayor

City Administrator/Clerk

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CITY OF MOUNTAIN LAKE, MINNESOTA

RESOLUTION #24-14

A Resolution Adopting the Residential Anti-displacement and Relocation Assistance Plan under the Housing and Community Development Act of 1974 as Amended for the City of Mountain Lake

WHEREAS, the City of Mountain Lake has prepared the following Plan in accordance with the Act referred to above and HUD regulations at 24 CFR 42.325:

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, Mountain Lake will take the following steps to minimize the direct and indirect displacement of persons from their homes:

1. Coordinate code enforcement with rehabilitation and Housing assistance programs;
2. Arrange for facilities to house persons who must be relocated temporarily during rehabilitation;
3. Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods;
4. Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas;
5. Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement;
6. If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower income dwelling units" (as defined in 24 CFR 42.305); and
7. Target only those properties deemed essential to the need or success of the project.

Exception to Relocation Assistance to Displaced Persons

The City of Mountain Lake may request the Minnesota Department of Employment and Economic Development to recommend that the U.S. Department of Housing and Urban Development approve an exception to require replacement housing if there is an adequate local supply of vacant low to moderate income dwelling units in standard condition. Exception will be reviewed on a case by case basis.

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Relocation Assistance to Displaced Persons

The City of Mountain Lake will provide relocation assistance to lower income tenants who, in connection with an activity assisted under the CDBG program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a low to moderate income dwelling unit to another use in connection with assisted activities. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The City of Mountain Lake will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing City of Mountain Lake funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City will make it known to the public by publishing in the official newspaper and by submitting it to the Small Cities Development Program the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map and number of lower income dwelling units that will be demolished or converted to a use other than as low to moderate income dwelling units as a direct result of the assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units. If such data is not available at the time of the general submission, the City of Mountain Lake will identify the general location on an area map and the approximate number of dwelling units by size and provide information identifying the specific location and number of dwelling units by size as soon as it is available;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low to moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g. a 2-bedroom unit with two 1-bedroom units) or any proposed

CITY OF MOUNTAIN LAKE, MINNESOTA

RESOLUTION #25-14

***A Resolution Establishing a Program Income Policy and
Revolving Loan Fund Policies and Procedures -***

2014 SCDP: CDAP-13-0062-O-FY14

Whereas, the City of Mountain Lake has received a 2014 Small Cities Development Program Award that in part will enable the City to undertake owner-occupied housing rehabilitation; and

Whereas, the City of Mountain Lake has prepared the following Policies:

Program Income Policy

Program income may be generated from housing rehabilitation through the repayment agreements. The agreements will stipulate that if an applicant sells the structure so aided with grant funds within ten (10) years of receiving a rehabilitation deferred loan, he/she/they must repay a percentage of the deferred amount, based on how long a time has elapsed from the signing date, until it is completely forgiven after ten (10) years as elapsed.

Program income generated in this manner will be dedicated to a revolving loan fund set up by the City of Mountain Lake. Any SCDP funds received during the program years would be utilized immediately for rehabilitation activities and would only go to the City's revolving loan fund after program closeout.

Revolving Loan Fund Policies and Procedures

Purpose – The purpose of the revolving loan fund is to provide financial assistance for any eligible activity allowed under the Small Cities Development Program.

Eligible Properties – Properties that will be qualified to be improved will need to meet the LMI requirements for residential properties or the slum & blight conditions required of commercial properties. The funds will be permitted to be used on these qualified properties provided they are located within the jurisdiction of the City of Mountain Lake. *The property must be a permanent structure.*

Operational Policies – The policies governing the reuse of Small Cities Income shall be those adopted by the City of Mountain Lake as part of the SCDP implementation, except for the locational criteria. The use of funds will not be limited to just single family housing or commercial property, but can be made available to any project or activity that is permitted under the Small Cities Development Program.

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Drawer C
Mountain Lake, Minnesota 56159
(507) 427-2999 • Fax (507) 427-3327

June 4, 2014

Paul Christianson
P. O. Box 498
Mt. Lake, MN 56159

Paul,

Enclosed is a letter sent to you in August of 2013 and the minutes from the August 5 Mt. Lake Council meeting.

At this time the fence has not been constructed and the fine remains unpaid.

The City Council will address the matter at their June 23, 2014 meeting. I encourage you to attend.

Sincerely,

Wendy Meyer
Clerk/Administrator
City of Mt. Lake

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Drawer C
Mountain Lake, Minnesota 56159
(507) 427-2999 • Fax (507) 427-3327

August 8, 2013

Paul Christianson
P. O. Box 498
Mt. Lake, MN 56159

Paul,

On August 5 Marge Christianson appeared before the Mt. Lake City Council requesting that the administrative citation you received for violations of Section 8.01 of Mt. Lake City Code be waived. After reviewing the matter the Council determined that the fine would not be waived. The vehicles and other violations on Hiebert Greenhouse property were discussed. The council encouraged Marge to get rid of as many of the vehicles as possible. Marge offered to build a fence to hold the vehicles and other items. The council accepted her offer with the added stipulation that the fuel barrel is removed. Only vehicles that are registered at least one time per year can be outside the fence. The fence must be constructed and vehicles and other items moved by June 1, 2014.

At this time the fine remains unpaid. It needs to be paid as soon as possible.

If you have any questions I can be reached at city@mountainlake.govoffice.com or at 427-2999 Ext. 1.

Sincerely,

Wendy Meyer
Clerk/Administrator
City of Mt. Lake

cc: Maryellen Suhrhoff, City Attorney; Chief Doug Bristol, Officer Emily Mathiowetz, Mt. Lake Police Dept.

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Re-Zoning PIN 22.421.0050 & 22.421.0060, Lots 5 & 6, Jenny's Subd.

The EDA has petitioned to change the zoning of the property where the Pop'd Kerns building will be constructed from General Commercial (C-2) to Industrial (I). A map of the area and the draft findings of fact were reviewed. The Planning and Zoning Commission has recommended the re-zoning. Motion by Nickel, seconded by Savage, to adopt Resolution #19-13 Amending the District Boundaries of the City of Mt. Lake Official Zoning Map. Motion carried unanimously.

2012-14 Street and Utility Project

Andy Kehren, city engineer, Bolton and Menk, presented Partial Payment #8. Asphaltting the streets where construction occurred in 2013 was discussed. The work, as per contract, should be done this year. Additional compaction testing and compacting smaller thicknesses of material should prevent settling problems on these streets similar to the problem that occurred on 2nd, 5th and 6th Ave. where work was done in 2012. The asphaltting sub-contractor is tentatively scheduled to start work the week of August 12. Kuechle Underground, the general contractor, is determining the best way to repair the settling problems on 2nd, 5th and 6th Ave.

Motion by Nickel, seconded by Schultz, to authorize payment of Partial Pay Estimate #8 in the amount of \$1,030,235.47. Motion carried unanimously.

It has been determined that 8th St. sewer infrastructure from 2nd Ave. to 165' north of 2nd Ave. should be replaced. This replacement was not in the project as bid. Other items included in the bid have been revised; causing costs to decrease. Motion by Schultz, seconded by Nickel, to add this to the project at an estimated cost of \$21,794.88. Motion carried unanimously.

Request to Waive Fine, 2101 3rd Ave

The council is being asked to waive an administrative fine issued for violations of Mt. Lake Code, Section 8.01 including junk vehicles and storage of refuse. Police reports and photos of the vehicles and refuse were reviewed. The council did not waive the fine. The property owner agreed to construct a fence and move items to be kept inside the fence. Work must be completed by June 1, 2014.

Tax-forfeit Properties

There are ten parcels in Mt. Lake. The city needs to approve these parcels for public auction. The auction will be conducted by the Cottonwood Country Auditor/Treasurer and held Sept. 18 at courthouse. Tony Brunner is interested in purchasing 22.610.0011, which has a \$1915.68 special assessment from unpaid mowing bills. The city reserves the right to re-attach special assessments. Brunner has cut the grass for several years. Motion by Schultz, seconded by Ysker, to waive the right to re-attach special assessment for 22.610.0011. Motion carried unanimously. Motion by Nickel, seconded by Savage, to adopt Resolution #20-13 approving tax-forfeiture parcels in the City of Mt. Lake for public auction. Motion carried unanimously. There are four houses on the ten parcels. Cottonwood County intends to demolish all four by September 1, 2013.

Draft Capital Improvement Plan

The draft was reviewed. Rick Oeltjenbruns discussed the Street Department's future equipment needs. Discussion was held on cost and scheduling of future street and utility projects. The administrator will research costs and other additions to the plan.

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