

**Regular Council Meeting
Mountain Lake City Hall
Monday, January 4, 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 9918234-9918271; 416-418E*(1-4)
 - b. Approval of Payroll Checks #'s 62207-62244
 - c. Approval of Dec. 22 Council Minutes*(5-7)
 - d. Approval of Dec. 10 Utility Commission Minutes*(8-9)
 - e. Approval of Nov. 18 Library Board Minutes, Nov. Expenditures and Nov. Library Report*(10-12)
 - f. Adopt Resolution #1-16 Accepting a \$8,000 Gift from the Mt. Lake Fire Relief Association *(13)

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

4. 2016
 - a. Approve meeting Schedule *(14)
 - b. Approve Designations and Appointments*(15-17)
 - c. Review and adopt Investment Policy*(18-21)
 - d. Ordinance #1-16, Establishing Rates, Fees, and Administrative Fines*(22-31)
 - e. Approve Resolution #2-16 Minimum General Fund Balance and Assignment of General Funds*(32-33)
 - f. Approve 2016 Wages, Salaries, Health Savings Account Contributions

5. Guaranteed Energy Savings Program (GESp) Call for Request For Proposals (RFPs) – separate packet

6. Utilities
 - a. Approve Water, Sewer and Electric 2016 Budgets – separate packet
 - b. Call for RICE/NESHAP Compliance Hardware Bids for Five (5) Electric Generators

7. Administrator
 - a. Police Vehicles
 - b. Sidewalk Snow Removal *(34)

8. City of Mountain Lake vs. Kenneth Yoder and Rachel Yoder
(This portion of the meeting will be closed, attorney/client privilege.)

9. Adjourn

***Check Detail Register©**

January 4, 2016
mtg
9918234 to 9918271
416E to 418E

December 2015

Check Amt Invoice Comment

10100 United Prairie

Paid Chk#	Date	Service	Check Amt	Invoice	Comment
Paid Chk# 9918234 12/18/2015 COUNTRY PRIDE SERVICES					
E 101-43100-404		Repairs/Maint Machinery/Equip	\$240.00	091181	TIRE REPAIR-ST DEPT #11
Total COUNTRY PRIDE SERVICES			\$240.00		
Paid Chk# 9918235 12/18/2015 OFFICE OF MINN SEC OF STATE-UC					
E 205-46500-430		Miscellaneous	\$20.00		UCC FILING FEE-DAYCARE
Total OFFICE OF MINN SEC OF STATE-UC			\$20.00		
Paid Chk# 9918236 12/22/2015 INTERNAL REVENUE SERVICE					
G 101-21703		FICA Tax Withholding	\$1,149.14		
Total INTERNAL REVENUE SERVICE			\$1,149.14		
Paid Chk# 9918237 12/21/2015 KAREN & MAKAYLAS LITTLE CARE					
G 230-10639		Karen & MaKaylas Little Care	\$3,000.00		LOAN ADVANCE FOR SUPPLIES
Total KAREN & MAKAYLAS LITTLE CARE			\$3,000.00		
Paid Chk# 9918238 12/24/2015 AFLAC					
G 101-21713		AFLAC	\$192.74		
Total AFLAC			\$192.74		
Paid Chk# 9918239 12/24/2015 BCBS/HSA					
G 101-21714		HSA	\$371.17		
Total BCBS/HSA			\$371.17		
Paid Chk# 9918240 12/24/2015 COMMISSIONER OF REVENUE					
G 101-21702		State Withholding	\$708.00		
Total COMMISSIONER OF REVENUE			\$708.00		
Paid Chk# 9918241 12/24/2015 GISLASON & HUNTER					
G 101-21712		Garnishments	\$355.54		
Total GISLASON & HUNTER			\$355.54		
Paid Chk# 9918242 12/24/2015 INTERNAL REVENUE SERVICE					
G 101-21701		Federal Withholding	\$1,615.56		
G 101-21703		FICA Tax Withholding	\$2,250.24		
Total INTERNAL REVENUE SERVICE			\$3,865.80		
Paid Chk# 9918243 12/24/2015 PERA					
G 101-21704		PERA	\$3,970.95		
Total PERA			\$3,970.95		
Paid Chk# 9918244 12/24/2015 SW/WC SERVICE COOPERATIVES					
G 101-21708		Employee Paid Health Insurance	\$1,091.34		
Total SW/WC SERVICE COOPERATIVES			\$1,091.34		
Paid Chk# 9918245 12/24/2015 VALIC					
G 101-21705		VALIC	\$1,031.82		
Total VALIC			\$1,031.82		
Paid Chk# 9918246 12/24/2015 AFSCME COUNCIL 65					
G 101-21707		Union Dues	\$152.26		
Total AFSCME COUNCIL 65			\$152.26		
Paid Chk# 9918247 12/22/2015 CAROL LEHMAN					
E 211-45500-331		Travel Expenses	\$531.60		MILEAGE TO MEETINGS

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December 2015

		Check Amt	Invoice	Comment
Total CAROL LEHMAN		\$531.60		
Paid Chk#	9918248	12/22/2015	FONS & PORTERS QUILTING	
E 211-45500-591	Periodicals	\$32.97		LIBRARY-PERIODICALS 2 YR
Total FONS & PORTERS QUILTING		\$32.97		
Paid Chk#	9918249	12/22/2015	INDOFF INCORPORATED	
E 211-45500-200	Office Supplies	\$529.02		LIBRARY OFFICE SUPPLIES
Total INDOFF INCORPORATED		\$529.02		
Paid Chk#	9918250	12/22/2015	INGRAM	
E 211-45500-590	Capital Outlay Books	\$608.84		LIBRARY BOOKS
Total INGRAM		\$608.84		
Paid Chk#	9918251	12/22/2015	LAKER ELECTRIC	
E 211-45500-220	Repair/Maint Supply	\$67.77		LIBRARY REPAIR
Total LAKER ELECTRIC		\$67.77		
Paid Chk#	9918252	12/30/2015	NEW STAR SALES & SERVICE	
E 205-46500-200	Office Supplies	\$87.50	44945	BACKUP SOFTWARE FOR SERVER
E 101-41400-200	Office Supplies	\$87.50	44945	BACKUP SOFTWARE FOR SERVER
E 101-42100-200	Office Supplies	\$87.50	44945	BACKUP SOFTWARE FOR SERVER
Total NEW STAR SALES & SERVICE		\$262.50		
Paid Chk#	9918253	12/31/2015	MUNICIPAL UTILITIES	
E 101-41400-200	Office Supplies	\$254.58		CITY-POSTAGE 10/1/15 TO 12/29/15
E 101-42100-200	Office Supplies	\$6.54		PD-POSTAGE 10/1/15 TO 12/29/15
E 205-46500-200	Office Supplies	\$36.56		EDA-POSTAGE 10/1/15 TO 12/29/15
E 507-46103-322	Postage	\$4.76		LAKE COMM-POSTAGE 10/1/15 TO 12/29/15
Total MUNICIPAL UTILITIES		\$302.44		
Paid Chk#	9918254	12/31/2015	FRONTIER	
E 211-45500-321	Telephone	\$63.09		LIBRARY PHONE 507-427-2506
Total FRONTIER		\$63.09		
Paid Chk#	9918255	12/31/2015	AMAZON	
E 211-45500-590	Capital Outlay Books	\$87.26		LIBRARY BOOKS
E 211-45500-592	A.V. Materials	\$171.67		LIBRARY AV
Total AMAZON		\$258.93		
Paid Chk#	9918256	12/31/2015	DENNIS OBERLOH LTD	
E 101-41400-301	Auditing and Acct g Services	\$400.00		ANNUAL TIF REPORTING
Total DENNIS OBERLOH LTD		\$400.00		
Paid Chk#	9918257	12/31/2015	FREE PRESS	
E 211-45500-591	Periodicals	\$263.88		LIBRARY-1 YEAR
Total FREE PRESS		\$263.88		
Paid Chk#	9918258	12/31/2015	FRONTIER	
E 101-00000-430	Miscellaneous	\$97.22		UT-PHONE
E 205-46500-321	Telephone	\$5.19		CHAMBER 800#
E 205-46500-321	Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
E 101-45186-321	Telephone	\$57.94		SR CTR PHONE-427-2151
E 101-43100-321	Telephone	\$67.30		STREET DEPT PHONE-427-2997
E 101-41400-321	Telephone	\$187.70		CITY HALL PHONE-427-2999
E 101-42100-321	Telephone	\$218.47		POLICE DEPT PHONE-427-3403

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December 2015

		Check Amt	Invoice	Comment
Total FRONTIER		\$671.32		
Paid Chk#	9918259	12/31/2015	GREATAMERICA FINANCIAL SVCS	
E	101-41400-200	Office Supplies	\$26.35	OFFICE-MONTHLY COLOR COPY MACHINE LEASE
E	205-46500-200	Office Supplies	\$5.62	EDA-MONTHLY COLOR COPY MACHINE LEASE
E	101-00000-430	Miscellaneous	\$8.43	CHAMBER-MONTHLY COLOR COPY MACHINE LEASE
E	101-00000-430	Miscellaneous	\$91.31	UT-MONTHLY COLOR COPY MACHINE LEASE
E	101-42100-200	Office Supplies	\$8.78	PD-MONTHLY COLOR COPY MACHINE LEASE
Total GREATAMERICA FINANCIAL SVCS			\$140.49	
Paid Chk#	9918260	12/31/2015	HEIMAN FIRE EQUIPMENT--USE THI	
E	221-42200-580	Other Equipment	\$11,220.00	0841217-IN 6-TURN OUT GEAR FOR FIRE DEPT
Total HEIMAN FIRE EQUIPMENT--USE THI			\$11,220.00	
Paid Chk#	9918261	12/31/2015	INDOFF INCORPORATED	
E	101-41400-200	Office Supplies	\$63.89	2722215 FILE FOLDERS & CORRECTION TAPE
Total INDOFF INCORPORATED			\$63.89	
Paid Chk#	9918262	12/31/2015	LAKER ELECTRIC	
E	211-45500-401	Repairs/Maint Buildings	\$79.12	4591 WORK ON LIBRARY FURNACE
Total LAKER ELECTRIC			\$79.12	
Paid Chk#	9918263	12/31/2015	MILLER SELLNER EQUIPMENT	
E	221-42200-404	Repairs/Maint Machinery/Equip	\$254.22	14677B CHECK TURN SIGNALS ON FD-2007 WATERTANKER
Total MILLER SELLNER EQUIPMENT			\$254.22	
Paid Chk#	9918264	12/31/2015	MINNESOTA ENERGY RESOURCE CORP	
E	101-45186-383	Gas Utilities	\$115.69	SR CTR GAS-ACCT#4010846-6
E	211-45500-383	Gas Utilities	\$242.00	LIBRARY GAS-ACCT#4134278-3
E	101-43100-383	Gas Utilities	\$373.97	STREET GARAGE GAS-ACCT#4092120-7
E	231-42154-383	Gas Utilities	\$97.35	AMB PORTION OF FIREHALL GAS-ACCT#4296165-6
E	221-42200-383	Gas Utilities	\$197.65	FIRE DEPT PORTION OF FIREHALL GAS-ACCT#4296165-6
E	101-41400-383	Gas Utilities	\$622.88	CITY HALL GAS-ACCT#4346780-2
Total MINNESOTA ENERGY RESOURCE CORP			\$1,649.54	
Paid Chk#	9918265	12/31/2015	MUNICIPAL UTILITIES	
E	101-45200-380	Elec,Water,Sewer	\$2.32	UT AT CITY PARK SHELTERHOUSE
E	607-46330-380	Elec,Water,Sewer	\$2.00	4-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
E	101-41400-380	Elec,Water,Sewer	\$296.80	CITY HALL UT
E	231-42154-380	Elec,Water,Sewer	\$56.11	AMB PORTION OF FIREHALL UT
E	221-42200-380	Elec,Water,Sewer	\$113.90	FIRE DEPT PORTION OF FIREHALL UT
E	101-43100-380	Elec,Water,Sewer	\$211.49	ST DEPT UT
E	101-45186-380	Elec,Water,Sewer	\$287.76	SR CTR UT
E	101-45200-380	Elec,Water,Sewer	\$83.91	CITY PARK RESTROOMS UT
E	211-45500-380	Elec,Water,Sewer	\$265.91	LIBRARY UT
E	608-46330-380	Elec,Water,Sewer	\$3.87	8-PLEX PORTION OF ST LITE ON HERITAGE DRIVE
Total MUNICIPAL UTILITIES			\$1,324.07	
Paid Chk#	9918266	12/31/2015	NAM DESIGN	
E	231-42154-430	Miscellaneous	\$126.00	5247 SHIRTS FOR AMBULANCE
Total NAM DESIGN			\$126.00	
Paid Chk#	9918267	12/31/2015	NICK NAXAY	
E	101-42100-308	Training & Instruction	\$100.00	POLICE GUN TRAINING
Total NICK NAXAY			\$100.00	

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***Check Detail Register©**

December 2015

Check Amt Invoice Comment

Paid Chk#	Date	Account	Check Amt	Invoice	Comment
Paid Chk# 9918268	12/31/2015	NUSS TRUCK & EQUIPMENT			
E 101-43100-404		Repairs/Maint Machinery/Equip	\$214.37	2152157P	ST EQUIP REPAIR PARTS
		Total NUSS TRUCK & EQUIPMENT	\$214.37		
Paid Chk# 9918269	12/31/2015	PRAXAIR			
E 231-42154-210		Operating Supplies	\$73.52		OXYGEN FOR AMBULANCE
		Total PRAXAIR	\$73.52		
Paid Chk# 9918270	12/31/2015	VERIZON			
E 101-42100-321		Telephone	\$8.89		POLICE CELL PHONE
E 231-42154-321		Telephone	\$10.57		AMB CELL PHONE
E 101-42100-321		Telephone	\$35.01		POLICE TABLET #1
E 101-42100-321		Telephone	\$35.01		POLICE TABLET #2
		Total VERIZON	\$89.48		
Paid Chk# 9918271	12/31/2015	WESTERN COMMUNITY ACTION			
E 202-46300-434		Project Expense	\$14,069.75		HOUSING-GRANT PAYMENT
E 202-41400-434		Project Expense	\$6,528.25		ADMIN-GRANT PAYMENT
		Total WESTERN COMMUNITY ACTION	\$20,598.00		
		10100 United Prairie	\$56,073.82		

Fund Summary

Fund	Amount
10100 United Prairie	
101 GENERAL FUND	\$17,180.37
202 2014 SMALL CITIES DEVELOP PROG	\$20,598.00
205 ECONOMIC DEVELOPMENT AUTHORITY	\$192.37
211 LIBRARY FUND	\$2,943.13
221 FIRE DEPT FUND	\$11,785.77
230 REVOLVING LOAN FUND	\$3,000.00
231 AMBULANCE FUND	\$363.55
507 LAKE COMMISSION FUND	\$4.76
607 EDA----4 PLEX FUND	\$2.00
608 EDA----8 PLEX FUND	\$3.87
	\$56,073.82

Paid Chk#	Date	Account	Check Amt	Invoice	Comment
Paid Chk# 000416E	12/21/2015	SELECT ACCOUNT			
E 101-41400-141		Admin Fees-HSA	\$4.22		HSA ADMIN FEES
E 101-42100-141		Admin Fees-HSA	\$6.33		HSA ADMIN FEES
E 205-46500-141		Admin Fees-HSA	\$2.11		HSA ADMIN FEES
E 211-45500-141		Admin Fees-HSA	\$2.11		HSA ADMIN FEES
E 101-43100-141		Admin Fees-HSA	\$3.80		HSA ADMIN FEES
E 101-45200-141		Admin Fees-HSA	\$1.27		HSA ADMIN FEES
E 101-46200-141		Admin Fees-HSA	\$1.26		HSA ADMIN FEES
		Total SELECT ACCOUNT	\$21.10		

Paid Chk#	Date	Account	Check Amt	Invoice	Comment
Paid Chk# 000417E	12/21/2015	STATE OF MINNESOTA			
E 231-42154-433		Dues and Subscriptions	\$344.00		AMB LICENSE RENEWAL-2 YEAR
		Total STATE OF MINNESOTA	\$344.00		

Paid Chk#	Date	Account	Check Amt	Invoice	Comment
Paid Chk# 000418E	12/29/2015	STATE OF MINNESOTA			
G 101-20802		Sales Tax Payable	\$247.00		4TH QUARTER CAMPGROUND TAX
		Total STATE OF MINNESOTA	\$247.00		

4

**Regular Council Meeting
Mountain Lake City Hall
Tuesday, December 22, 2015
6:30 p.m.**

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

Members Absent: None

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

Others Present: Tom Johnson, Maureen Johnson, Jason Johnson, Doug Regehr, Scott Raabe, Joan Raabe

Call to Order

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

Agenda and Consent Agenda

Motion by Savage, seconded by Kruser, to approve the consent agenda and adopt the agenda as presented. Motion carried unanimously.

Bills: Check #'s 9918177 – 9918233; 413-415E

Payroll Checks #'s 62170-62206

Dec, 8 Council Minutes

Nov. 13 EDA Minutes

Nov. 25 Utility Commission Minutes

Nov. 9 Lake Commission Minutes

Nov. 12 Police Commission Minutes

Resolution #34-15 Attach Demolition and Well Closing Costs as 412 7th St. N

Resolution #39-15 Attach Public Nuisance and Lawn Mowing Costs at 826 N. 10th St.

Hire Heather Youngwirth, Ambulance Squad, effective 12-8-15

Approve Ambulance Service Billing Agreement and HIPPA Business Associate Agreement, Expert T Billing

Public

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

Police Dept. Squad Car

Chief Bristol explained that because of amount of miles on the car and the increasing repair bills the Dodge Charger purchased in 2012 should be replaced. He is recommending that a 2016 Ford Police Interceptor be purchased. Reserve funds have accumulated from the careful management of previous department budgets. These funds will cover the purchase and leave an adequate reserve for other future needs. The state bid quote, vehicle options, additional equipment and graphics quotes were reviewed and discussed. Motion by Kass, seconded by Ysker to purchase a Ford Interceptor with the noted options, additional equipment and graphics at a cost not to exceed \$31,000. Motion carried unanimously. The car will not be delivered until May, 2016.

Re-zoning PIN 22.524.0010

The Mt. Lake Economic Development Authority (EDA) has petitioned that the lot, currently zoned Industrial (I) be re-zoned General Commercial (C-2). The EDA has a purchase agreement with a retailer who intends to construct a store on the site. Maps, information from intended purchaser and the League of MN Cities, portions of the Mt. Lake Comprehensive Plan, and Section 9.21 General Commercial District and Section 9.30 Industrial District of Mt. Lake Code. Tom and Maureen Johnson stated their concerns about increased noise, traffic and garbage and lower property values. They also stated that they feel the lot is a poor location for a store and questioned why the purchaser wants to build at this location and not at locations that the Johnsons feel are better. Other locations were reviewed by those present. Scott Raabe, Joan Raabe stated their concerns about storm water run-off. The history of the project and the application, storm water run-off and retention ponds, current zoning in the area, allowed uses in the Industrial and General Commercial zones, spot zoning, timelines, and the 60 day rule were discussed. It was agreed by consensus that additional information was needed. Motion by Kass, seconded by Kruser, to extend the 60 day rule (MN Statute 15.99) an additional 60 days. Motion carried unanimously. The administrator will contact the retailer and request that its representatives attend the January 9 EDA meeting in person or by phone to address the issues raised and provide additional information. Council members who do not serve on the EDA will attend the January 9 meeting.

2016 Budget and Levy

The budget and levy were briefly reviewed. Motion by Savage, seconded by Ysker, to adopt Resolution #38-15 adopting a 2016 property tax levy of \$635,064.38. Motion carried unanimously. This is a 5% increase over the 2015 levy. The total 2016 city budget is \$2,220,023.44; an increase of 2.9% over 2015.

Miscellaneous

The tentative 2016 Council Meeting Schedule, and council appointments were discussed. Motion by Kass, seconded by Kruser to close City Hall at 1 p.m. on Thurs. Dec. 24. Motion carried unanimously. The League of MN Insurance Trust Property/Casualty Dividend was briefly reviewed.

Evaluation of the City Clerk/Administrator

At the administrator's request the meeting remained open. Each council member, in turn, rated the administrator in areas of organizational management, business and fiscal management, program development and implementation, problem solving and development negotiation, long range planning, and communication skills. Strengths and weaknesses were discussed. Ways to improve were given. 2015 activities and 2016 planned activities were discussed. No action taken.

City of Mountain Lake vs. Kenneth Yoder and Rachel Yoder

Nelson closed the open meeting and opened the closed meeting at 8:20 p.m. attorney/client privilege. The closed meeting was closed and the open meeting opened at 9:05 p.m. No action taken.

Adjourn

Nelson adjourned the meeting at 9:07 p.m.

ATTEST:

Wendy Meyer, Clerk/Administrator

REGULAR UTILITIES COMMISSION MEETING
THURSDAY, DECEMBER 10, 2015
7:00 A.M.

PRESENT: Mark Langland
Todd Johnson
Mike Johnson
John Carrison
David Savage-City Council Liaison
Brett Lohrenz

ABSENT: None

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

Others: None

Mark Langland - Chairman called the regular meeting of the Utilities commission for December 10, 2015 to order at 7:00 a.m. Addition to the agenda: Kuechle update

1. Minutes and Bills: Motion by Mike Johnson seconded by Brett Lohrenz to accept the bills and minutes as presented. Motion Carried. Checks #15787-15820.

2. Water/Wastewater Department:

Nothing at this time

3. Electric Department:

Ziegler Quote to make the Engines NESHAP compliant: A proposal of \$98,000.00 was presented to supply and install equipment to make two (2) caterpillar diesel engines National Emission Standards for Hazardous Air Pollutants (NESHAP) compliant. No action was taken.

4. Office:

2016 Residential Energy Audits: The commission would like to skip a year since we didn't have many audits last year. They would like to do the A/C tune ups again in 2016.

2016 Private Sewer Line televising: FYI - Do we want to continue with the televising of private sewers? Where do we want to go next to have sewers televised?

Property Owner request: Motion by Mike Johnson seconded by Brett Lohrenz to leave the repayment for sewer lines at being able to put on taxes for the 5 years at 2%.

Future Purchases: We want to be more diversified so we could possibly add the new 5x16, combined cycle gas and Wind PPA to our portfolio.

Adjustments: FYI

Kuechle law suit update: There will be mediation before we go to trial in July.

Budgets: Went thru each of the budgets and will bring back to the next meeting

Meeting adjourned.

**Mountain Lake Public Library Board Minutes
November 18, 2015**

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

Others Present: Darla Kruser

The meeting was called to order at 4:07 p.m. by chairman, Barrie Wright.

M/S/P Englin/Krueger to approve the minutes of the October 14, 2015 meeting.

Carol presented the October monthly report indicating 3,311 total circulation and expenditures in the amount of \$2,357.68. **M/S/P Krueger/Cords** to accept the report as given and to approve the October expenditures.

Old Business: 64 people attended the Lorna Landvik author visit in Windom which was co-sponsored by Windom and Mountain Lake Public Libraries and funded by Minnesota's Arts & Cultural Heritage Fund.

New Business: The Winter Reading Program begins January 1, 2016 and continues through March 31, 2016. The theme is "*Book Your Winter Getaway*" and prizes/incentives are on order.

Library Activity report for October was given.

Meeting adjourned at 5:00 p.m. by chairman, Barrie Wright.

NEXT MEETING: Wednesday, December 16, 2015 – 4:00 p.m.

Respectfully submitted,

Marci Hernandez, secretary

MH

LIBRARY EXPENDITURES - NOVEMBER 2015

Citizen Publishing Co.	Periodicals - 2 yr.	\$76.00
Fons & Porter's Love of Quilting	Periodicals - 2 yr.	\$32.97
Dennis Hulzebos	Repairs & Maint.-Janitorial	\$345.00
Indoff, Inc.	Office Supplies	\$529.02
Ingram	Books	\$608.84
Laker Electric, Inc.	Repairs & Maint.	\$67.77
Carol Lehman	Travel Expense-mileage	\$531.60
MN Energy Resources Corp.	Gas Utilities	\$60.19
Synchrony Bank/Amazon	Books 99.34 / AV 311.78	\$411.12
World Book, Inc.	Books	\$489.00
		<hr/>
		\$3,151.51

CITY OF MOUNTAIN LAKE

PUBLIC LIBRARY REPORT

MONTH OF November, 2015

CIRCULATION AND USE

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

TOTAL CIRCULATION 2,921

Interlibrary loan sent	<u>262</u>
Interlibrary loan received	<u>209</u>

TOTAL ILL 471

ILL NON SYSTEM 72

RECEIPTS

Cash income	_____
Donations (monetary)	_____
County Revenue	<u>9,074.81</u>
Misc. Revenue	_____
Fines	<u>2.00</u>
Meeting room rental	_____
Sale of supplies	_____

TOTAL RECEIPTS \$9,076.81

EXPENDITURES

Books	<u>1,197.18</u>
Periodicals	<u>108.97</u>
Audio-visual	<u>311.78</u>
Supplies	<u>529.02</u>
Postage	_____
Miscellaneous Travel	<u>531.60</u>
Telephone	_____
Repairs & maintenance	<u>345.00</u>
Repairs & maint. of equipment	<u>67.77</u>
Project expense	_____
Capital outlay	_____
Automation	_____

Gas Utilities	<u>60.19</u>
TOTAL EXPENDITURES	<u>\$3,151.51</u>

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LIBRARY DIRECTOR Carol Lehman

RESOLUTION # 1-16

CITY OF MOUNTAIN LAKE, MINNESOTA

**RESOLUTION TO ACCEPT A \$8,000 GIFT FROM
THE MOUNTAIN LAKE FIRE RELIEF ASSOCIATION**

Whereas, the Mountain Lake Fire Relief Association has a valid license to conduct lawful gambling at “The Laker Bar and Grill” located in the City of Mountain Lake; and

Whereas, money raised from lawful gambling can be used for ‘lawful purposes’; and

Whereas, a contribution to the City of Mountain Lake is a ‘lawful purpose’ in accordance with MN Statute 349.12, Subd. 10; and

Whereas the Mountain Lake Fire Relief Association has stated its intent to assist the City of Mountain Lake by gifting funds for Mountain Lake Fire Department capital purchases.

Therefore, be it resolved that the Mountain Lake City Council accept the gift of \$8,000 from the Mountain Lake Fire Relief Association; and

Be it further resolved that said funds be reserved for future Mountain Lake Fire Department capital purchases; and

Be it further resolved that the Mountain Lake City Council thanks the Mountain Lake Fire Relief Association for their gift.

Adopted this 4th day of January, 2016.

Mike Nelson, Mayor

ATTEST:

Wendy Meyer, Administrator/Clerk

2016

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



2016 Designations and Appointments

ELECTED OFFICIALS

Mayor Mike Nelson	Term ends 12/31/16
Council Member David Savage	Term ends 12/31/16
Council Member Darla Kruser	Term ends 12/31/16
Council Member Andrew Ysker	Term ends 12/31/18
Council Member Dana Kass	Term ends 12/31/18

ANNUAL DESIGNATIONS AND APPOINTMENTS

Street Department	*Mike Nelson
Acting Mayor	**David Savage
Official Legal Publication	*Observer/Advocate
City Attorney	*Muske, Muske & Suhrhoff, Ltd.
City Forester and Weed Inspector	*Rick Oeltjenbruns
Emergency Management Director	*Douglas Bristol
Fire Chief	**Tim Coners
Ambulance Corps Directors	*David Watkins
HIPAA Privacy Officer	*Wendy Meyer
Data Practices Compliance Officer	*Wendy Meyer
City Assessor	*Cottonwood County
Salary Negotiations	*Council
Official City Depository	*United Prairie Bank
	*Northland Securities

BOARDS AND COMMISSIONS

Library Board - 5 members, 3 year term

Diane Englin	1/1/14- 12/31/16
Vicki Krueger	1/1/14 - 12/31/16
Dennis Chords	1/1/15 - 12/31/17
*Marci Hernandez	1/1/16 - 12/31/18
*Barrie Wright	1/1/16 - 12/31/18
*Darla Kruser, City Council Liaison	

Utilities Commission – 5 members, 3 year term

Mike Johnson	1/1/14 - 12/31/16
Mark Langland	1/1/15 - 12/31/17
*Brett Lohrenz	1/1/16 - 12/31/18
*Todd Johnson	1/1/16 - 12/31/18
*John Carrison	1/1/16 - 12/31/18

*David Savage, City Council Liaison

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Planning and Zoning Commission – 7 members, 3 year term

Nathan Harder 1/1/14 - 12/31/16
Bryan Bargaen 1/1/14 - 12/31/16
Tim Swoboda 1/1/15 - 12/31/17
Nik Strom 1/1/15 - 12/31/17
*Sharron Hanson 1/1/16 - 12/31/18
*Douglas Regehr 1/1/16 - 12/31/18
*Dean Janzen 1/1/16 - 12/31/18
*Steve Carson, Building Inspector
*Dana Kass, Ex officio

Housing and Redevelopment Authority – 5 members, 5 year term

Clara Johnson 1/1/12 – 12/31/16
James Crawford 1/1/13 - 12/31/17
Stan Schroeder 1/1/14 - 12/31/18
Merv Rempel 1/1/15 - 12/31/19
*Yvonne Hildebrandt 1/1/16 - 12/31/20

**Economic Development Authority – 7 members; appointed members, 6 year term;
council representatives, 2 year term**

Darla Kruser, Council 1/1/15 - 12/31/16
Mike Nelson, Council 1/1/15 - 12/31/16
Mark Hanson 1/1/11 - 12/31/16
Brian Harder 1/1/13 - 12/31/18
Steve Syverson 1/1/14 - 12/31/19
Vern Peterson 1/1/15 - 12/31/20
Jerry Haberman 1/1/15 - 12/31/20
*Clara Johnson, Advisory

Lake Commission – 7 members, 3 year term

Jean Haberman 1/1/14 - 12/31/16
Heather Funk 1/1/14 - 12/31/16
Jim Peterson 1/1/15 - 12/31/17
John Oeltjenbruns 1/1/15 - 12/31/17
**Open Seat 1/1/16 - 12/31/18
*Jay Scheid 1/1/16 - 12/31/18
*David Bucklin 1/1/16 - 12/31/18
*Lester Rupp, Advisory
*Tim Klassen, Advisory
*Christine Bennett, Advisory
*Mike Nelson, City Council Liaison

Police Commission - 5 members, 3 year term

Susan Garloff 1/1/14 - 12/31/16
Christopher Boldt 1/1/14 - 12/31/16
Garret Wall 1/1/15– 12/31/17
Charles Witt 1/1/15 - 12/31/17

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- *Norm Kunkel 1/1/16 - 12/31/18
- * Brian Lunz, Advisory
- *Andrew Ysker, City Council Liaison

Tree Board, 5 members, 3 year term

- Steve Harder 1/1/14 - 12/31/16
- Sonja Buller 1/1/14 - 12/31/16
- David Bucklin 1/1/15 - 12/31/17
- Jerry Logue 1/1/15 - 12/31/17
- **Open Seat 1/1/16 - 12/31/18
- *Mike Nelson, City Council Liaison
- *Rick Oeltjenbruns, Advisory
- *Judy Harder, Advisory

Fire Department

- **Tim Coners, Chief
- **Patrick Oja, Asst. Chief
- *David Watkins, President
- *Steve Peters, Treasurer
- *Jason Kruser, Secretary
- *Daron Friesen, Grass Rig Maintenance
- *Tim Janzen, New Pumper Maintenance
- *Rick Oeltjenbruns, Tanker Maintenance
- *Patrick Oja, *Robert Gohr, Rescue Vehicle Maintenance
- *Andrew Ysker, Old Pumper Maintenance
- *Robert Gohr, *Patrick Oja, Training Officers

Ambulance Service

- *David Watkins, Captain
- *Dennis Siebert, Assistant Captain
- *Tim Janzen, Secretary/Treasurer
- *Paula Barnes, *Mark Warner, Training Officers
- * Neal Wenner, Maintenance

- *Reappointment
- ** New Appointment

City of Mountain Lake Investment Policy

Reviewed and adopted by the Mt. Lake City Council on January 6, 2015.

This policy covers all monies of the City of Mountain Lake and includes deposits and investments of funds deposited in interest bearing accounts.

It is a common occurrence for the City of Mountain Lake to have cash balances in various fund accounts, which, though allocated for a specific purpose, are temporarily not needed. It is the policy of the City that any fund with a cash balance which will remain unexpended for a reasonable period of time, shall be invested in a manner as outlined below.

The investment policy of the City of Mountain Lake encompasses the following principles:

1. Safety of principal
2. Chief Investment Officer
3. Consultants
4. Collateralization
5. Authorized investments
6. Prohibited investments
7. Maximum investments
8. Pooling of investments
9. Liquidity
10. Local investments
11. Maximum interest earnings
12. Annual review

CHIEF INVESTMENT OFFICER

The chief investment officer will be the City Administrator/Clerk-Treasurer, who will assure compliance with this policy and further develop and maintain adequate controls, procedures and methods assuring safe and accurate accounting on a day to day basis, with the approval of the Mountain Lake City Council. In the absence of the City Administrator/Clerk-Treasurer the Mountain Lake City Council will appoint a designee. The City Administrator/Clerk-Treasurer will provide the Mountain Lake City Council on a quarterly basis, all and any information requested by the Council in relation to this policy.

CONSULTANTS

The retention of consultants, agreements with money managers etc. will not be authorized without the express consent of the Council.

SAFETY OF PRINCIPAL

Safety of principal is the first priority in investing City funds. The City invests only in those investment instruments authorized by State Statute. Minnesota Statutes Chapter 471.56 and 475.66 set forth the authorized investments for a municipality. Depositories as designated shall have insurance through the FDIC (Federal Insurance). To ensure safety, it is the policy of the

City that when considering an investment, all depositories under consideration be cross-checked against existing investments to make certain that funds in excess of the insurance limits are not made in the same institution unless collateralized as outlined below.

COLLATERALIZATION

All City funds must be deposited in financial institutions that provide \$250,000 in government insurance protection. At no time will deposits in any one institution exceed \$250,000 unless such excesses are protected by pledged securities.

Securities Pledged as Collateral

Pledged securities, computed at market value will be limited to the following:

1. U. S. Treasury Bills, Notes or Bonds all of which mature within five years. Such securities pledged must cover all City deposits in the amount of 110%.
2. U. S. Agency securities guaranteed by the U. S. Government. Such securities pledged must cover all City deposits in the amount of 120%.
3. Repurchase Agreements, with maturities not exceeding one year, secured by U. S. Government Bills, Notes or Bonds.
4. Municipal General Obligation Bonds, rated "A" or better by Moody's, provided no single issue exceeds \$200,000 with maturities not exceeding five years. Such municipal bonds pledged must cover all City deposits in the amount of 125%.

No other collateral except as designated in 1, 2, 3, or 4 above will be authorized.

Securities detailed above under 1 and 2 may be purchased directly by the City when deemed feasible.

AUTHORIZED INVESTMENTS

Examples of authorized investments are as follows:

1. Direct U. S. Government obligations
 - a. Treasury Bills
 - b. U. S. Treasury Certificates
 - c. Treasury Notes
 - d. Treasury Bonds
2. Federal Agency Issues
 - a. Federal Home Loan Bank Notes
 - b. Federal National Mortgage Associations (FNMA)
 - c. Federal Intermediate Credit Banks Debentures
 - d. Federal Farm Credit Bank Discount Notes or Bonds
 - e. Federal Home Loan Mortgage Corporation Notes or Bonds
 - f. Government National Mortgage Association Notes (GNMA)

3. Shares in investment companies, including Minnesota Municipal Joint Powers Investment Trust, whose only investments are in U. S. Government and agency issues and whose investments are in financial instruments with a final maturity no longer than 13 months.
4. General Obligations of the State of Minnesota, rated “A” or better by Moody’s provided no single issue exceeds \$200,000.00 with maturities not exceeding five years.
5. Bankers acceptance of U. S. banks eligible for purchase by the Federal Reserve System.
6. Commercial Paper – rated A-1, P-1, and F-1 for maturities of 90 days or less.
7. Interest bearing deposits – (checking account, Certificates of Deposit, money market savings, and ordinary savings) must be collateralized at a minimum of 110% of face value.
8. Repurchase Agreements (Repos’s) – Repo transactions are restricted to:
 - a. A primary reporting dealer in U. S. government securities who reports to the Federal Reserve Bank of New York or
 - b. National or state bank in the U. S. which is a member of the Federal Reserve System and whose combined capital and surplus equals or exceeds \$10,000,000.
 - c. A securities broker/dealer having its primary executive office in Minnesota and licensed pursuant to Chapter 80A, or an affiliate of it, registered by the Securities and Exchange Commission (SEC) and maintaining a combined capital and surplus of \$40,000,000 or more, exclusive of subordinated debt.
 - d. The City of Mountain Lake shall receive a confirmation/safekeeping receipt with a complete description of the collateral on the repo.

PROHIBITED INVESTMENTS

It is the City’s policy to refrain from investing in banks, savings and loan associations, or credit unions whose equity to asset ratio is less than 6.0%.

MAXIMUM INVESTMENT

It is the policy of the City to determine its cash balance on a daily basis for the purpose of investing excess funds.

POOLING OF INVESTMENTS

For the purpose of making a maximum amount of funds available for investment, the cash for all City funds can be pooled in an investment account. Interest earnings are allocated amount the various funds based upon their average cash balance.

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LIQUIDITY

The purpose of having part of the City's investment portfolio in very liquid funds is to ensure that funds will be available should unexpected large bills be presented for payment.

MAXIMUM INTEREST EARNINGS

After the liquidity needs, and scheduled maturity needs are satisfied, the balance of the funds available for investment are placed with institutions that offer the greatest safety and highest rate of return consistent with the maturities as determined by the City. Quotations or telephone bids are normally taken for all investments, whether they are short term or long term. This alleviates the problem of whom to place the investment with.

ANNUAL REVIEW

It shall be the practice of the City Council to review and approve the investment policy each year on the first regular meeting of January.

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CITY OF MOUNTAIN LAKE

Ordinance 1-16
Establishing Rates, Fees and Administrative Fines

The Mountain Lake City Council hereby establishes the following rates, fees and administrative fines:

(Changes from 2015 have been bolded.)

WATER, SEWER AND ELECTRIC UTILITIES

Water Service: (effective January 1, 2016)

Residential

Base	\$29.23
1,000 to 6,999 gals.	\$6.77 per 1,000
7,000 to 12,999 gals.	\$7.58 per 1,000
13,000 to 25,999 gals.	\$8.66 per 1,000
26,000 gals. and up	\$9.74 per 1,000

Rural

Base	\$30.31
1,000 to 6,999 gals.	\$7.58 per 1,000
7,000 to 12,999 gals.	\$8.66 per 1,000
13,000 to 25,999 gals.	\$9.74 per 1,000
26,000 gals. and up	\$10.82 per 1,000

Industrial/Commercial

Base	\$29.23
1,000 to 50,999 gals.	\$7.31 per 1,000
51,000 gals. and up	\$7.58 per 1,000

Sewer: (effective January 1, 2016)

Residential:	\$39.80 per month
Rural:	\$42.45 per month
Commercial:	\$42.45 minimum 1st 3,000 gallons of water used
	\$ 7.95 excess water usage per 1,000 gallons

Electric: (effective January 1, 2001)

** 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 cts per KWH

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Excess KWH	6.50 cts per KWH
Rural:	
Base Charge	\$6.50
1 st 1000 KWH	7.00 cts per KWH
Excess KWH	7.50 cts per KWH
Commercial:	
Base Charge	\$8.50
1 st 1200 KWH	6.75 cts per KWH
Excess KWH	7.00 cts per KWH
City Rates:	
All KWH	3.20 cts per KWH
Industrial:	
Demand:	
1 st 60 KW	\$369.00
Excess KW	4.65 per KW
Energy:	
All KWH	3.50 cts per KWH
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 (effective Jan. 1, 2015)	1.5% of electric bill
<u>Deposits:</u>	
Landlord	\$100 per unit, up to \$500 maximum
Homeowner	\$150
Tenant	\$250
Tenant with electric heat	\$300
<u>Other changes:</u>	
Late payments charge for payment not received or postmarked after the due date	10% of the bill
Processing delinquent notices fee	\$25
Shut-off fee	\$25
Re-connect fee	\$25
Water line tapping fee	\$205 per connection
Sewer line tapping fee	\$205 per connection
FIRE DEPARTMENT	
Fire Call	\$1,000

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AMBULANCE DEPARTMENT (as of 10/5/15)

Ambulance Call **\$454.06 Medicare plus \$11.02 per loaded mile**
\$700 Private Insurance – Butterfield Call
\$600 Private Insurance in remainder of Service
District except Butterfield

PUBLIC WORKS (all prices includes employee):

Sweeper rental: \$150 per hour (as of 1/1/15)
Blade rental: \$250 per hour (as of 1/1/15)
Roller rental: \$75 per hour (as of 1/1/15)
Sidewalk Grinding: \$20 for first crack (as of 1/1/15)
\$10 for each following (1/1/15)

Salt/Sand Spreading:
 Small Lot \$150
 Large Lot \$200

Snow Removal Hauling: \$250 per hour

Mowing **\$75 per lawn, less than a half hour**
\$150 per hour

Sewer Camera \$.50 per foot, minimum \$250 per hour

Jet Rodder/Vactor \$200 per hour

Bucket Truck \$250 per hour (as of 1/1/15)

Boom Truck \$250 per hour (as of 1/1/15)

CEMETERY

Grave Lot \$400 each

Grave Open/Close Rates \$500 weekdays (traditional and cremation)

\$700 weekends (traditional and cremation)

ALCOHOL AND TOBACCO LICENSES AND PERMITS

On-sale liquor license, annual fee \$400

Off-sale liquor license, annual fee \$100

Cigarette sales, annual fee \$25.00

ADMINISTRATIVE FEES AND MISCELLANEOUS CHARGES

Copies \$.25 per page

Public Data Requests and City Business Copies 1-19 pgs. – no cost

20 or more pgs. – \$.25/pg.

Faxes (incoming and outgoing) \$3.00 per page

Laminate (8" by 10") \$3.00

Laminate (11" by 14") \$3.50

Room Rent (City Hall and Community Center) \$125.00

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The City does not provide copying services for non-city government business.

POLICE SERVICES

Accident Reports	1-19 pgs. – no cost 20 or more pgs. - \$.25/pg.
Animal Transport	\$50.00
Local Background Check	\$5.00
(no charge for federal, state and local agencies)	\$5.00
Driving Record	\$10.00
False Alarm	\$50.00
Funeral Escort	No Charge
Home Checks	No Charge
ICR/Investigations Reports	\$5.00 + 25 cents per page over 3 pages
Digital Photos	\$2.00 each, printed on standard copy paper

LICENSE AND PERMIT FEES

Alcohol Related Items:

Investigation for initial application	\$50.00
Event permit (with alcohol)	\$250.00 + police coverage costs
Event permit (w/o liquor)	\$150.00 + police coverage costs as determined by the Chief of Police

Other:

Cat/dog Licenses	\$10 biennially
Solicitor Registration	\$25.00
Golf Cart Permit	\$10.00 annually
Sale of Legal Fireworks License (8.05)	\$5.00

POLICE DEPARTMENT ADMINISTRATIVE FINES - See attached

	1 st Offense	2 nd Offense	3 rd Offense
Social Host (City Code 5.18)	\$100.00		
Address Numbers	\$60.00		

TRAVEL BY ELECTED OFFICIALS OR EMPLOYEES

IRS Mileage Reimbursement Rate	\$.54 per mile
IRS Meal Reimbursement Rate	
Breakfast	\$11.00
Lunch	\$12.00
Dinner	\$23.00
Incidentals	\$5.00

PLANNING AND ZONING

Rezoning of property	\$100.00
Conditional Use Permit	\$100.00
Subdivision of Property	\$100.00

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Variance	\$100.00
Special meeting by request	\$125.00
Appeals	\$100.00
Excavation Permit	no fee
Building Permit Extension (6 mos.)	no fee
Demolition Permit	No fee
Preliminary Plat	\$150 + \$1 per lot
Final Plat	\$100.00
Minor Subdivision Plat	\$100.00
Street/alley Vacation	\$200.00
Annexation	\$250.00 + costs
Failure to obtain building permit (as of 9-21-15)	Two (2) times the building fee applicable to the project
Rental License	\$10.00 per building
Building Permit Fees	
Fence under 7 Feet (as of 1/1/16)	\$25.00
Siding or Shingles (as of 7/1/15)	\$45.00 (includes state surcharge)
All other	See attachment, includes state surcharge
Moving Permit	Actual Costs
Planned Unit Development Application Fee	\$250.00
Utility Water Line Tapping Fee	\$205.00
Utility Sewer Line Tapping Fee	\$205.00

Adopted by the City Council this 4th day of January, 2016.

ATTEST:

Mike Nelson, Mayor

Wendy Meyer, Clerk/Administrator

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MOUNTAIN LAKE POLICE FINES

Adopted January 6, 2015.

Section	Offense	Base Fine	SC/LL	Total
8.01	Storage Deposit Dispose Refuse 1st Off	100	75+5	180
8.01	Storage Deposit Dispose Refuse 2nd Off	200	75+5	280
8.02	Abandoned Vehicle	100	75+5	180
8.03	Public Nuisance 1st Offense	100	75+5	180
8.03	Public Nuisance 2nd Offense	200	75+5	280
8.04	Obstruction/Dump on Public Property 1st Off	100	75+5	180
8.04	Obstruction/Dump on Public Property 2nd Off	300	75+5	380
8.05s1	Dangerous Weapons	300	75+5	380
8.05s3	Discharge Firearm, Explosive, Dangerous Weapon	300	75+5	380
8.05s4	Possess Discharge Fireworks	100	75+5	180
8.05s5	Sale of Fireworks	50	75+5	130
8.06	Dangerous Trespass/Other Acts	300	75+5	380
8.08	Disorderly Conduct	300	75+5	380
8.09	Disorderly Conduct - Noise 1st Offense	50	75+5	130
8.09	Disorderly Conduct - Noise 2nd Offense	100	75+5	180
8.09	Disorderly Conduct - Noise 3rd Offense	150	75+5	230
8.10s2	Tobacco Possession by Minor	Juv Court		
8.10s3	Tobacco Use by Minor	Juv Court		
8.10s4	Procurement by/for Minor	Juv Court		
8.10s5	Tobacco-False ID	Juv Court		
8.11	Curfew 1st Offense	Juv Court		
8.11	Curfew 2nd Offense	Juv Court		
8.12s3	Dog Running 1st Offense	20	75+5	100
8.12s3	Dog Running 2nd Offense	40	75+5	120
8.12s3	Dog Running 3rd Offense	60	75+5	140
8.12s4	Animal License 1st Offense	20	75+5	100
8.12s4	Animal License 2nd Offense	40	75+5	120
8.12s4	Animal License 3rd Offense	60	75+5	140
8.12s5	Number of Animals	100	75+5	180
8.12s8	Animal Tag	20	75+5	100
8.12s14	Animal - Unlawful Acts	100	75+5	180
8.12s15	Non-Domestic Animals	60	75+5	140
8.12s21	Animal Waste	100	75+5	180
8.12s22	Dog Barking 1st Offense	20	75+5	100
8.12s22	Dog Barking 2nd Offense	40	75+5	120
8.12s22	Dog Barking 3rd Offense	60	75+5	140
8.12s23	Animal Damage to Property	100	75+5	180
8.12s24	Staking of Animals	100	75+5	180
8.12s25	Kennels	100	75+5	180
8.13	Animals & Fowl Violations	50	75+5	130
8.15	Open Burning 1st offense	50	75+5	130
8.15	Open Burning 2nd offense	75	75+5	155
8.15	Open Burning 3rd Offense	100	75+5	180
8.15s3	Firewood Storage 1st Offense	100	75+5	180
8.15s3	Firewood Storage 2nd Offense	300	75+5	380
8.15s4	Careless Fire	100	75+5	180
11.02s6	U-Turns	50	75+5	130
11.02s7	Exhibition Driving	100	75+5	180
11.03s2	General Parking	13	12	25
11.03s4	Angle Parking	13	12	25
11.03s9	Truck Parking	13	12	25
11.05s2	Handicapped Parking	100	75+5	180
11.05s3	Fire Lane Parking	13	12	25
11.06	Snow Parking	13	12	25
11.07	Recreational Vehicle Parking	50	75+5	130

Mt. Lake Building Permit Fees effective Sept. 12, 2007

Reviewed and Adopted January 6 2015

VALUE	FEE	VALUE	FEE	VALUE	FEE
100,001 - 101,000	643.00	140,001-141,000	783.00	170,001-171,000	888.00
101,001 - 102,000	646.50	141,001-142,000	786.50	171,001-172,000	891.50
102,001 - 103,000	650.00	142,001-143,000	790.00	172,001-173,000	895.00
103,001 - 104,000	653.50	143,001-144,000	793.50	173,001-174,000	898.50
104,001 - 105,000	657.00	144,001-145,000	797.00	174,001-175,000	902.00
105,001 - 106,000	660.50	145,001-146,000	800.50	175,001-176,000	905.50
106,001 - 107,000	664.00	146,001-147,000	804.00	176,001-177,000	909.00
107,001 - 108,000	667.50	147,001-148,000	807.50	177,001-178,000	912.50
108,001 - 109,000	671.00	148,001-149,000	811.00	178,001-179,000	916.00
109,001 - 110,000	674.50	149,001-150,000	814.50	179,001-180,000	919.50
110,001-111,000	678.00	150,001-151,000	818.00	180,001-181,000	923.00
111,001-112,000	681.50	151,001-152,000	821.50	181,001-182,000	926.50
112,001-113,000	685.00	152,001-153,000	825.00	182,001-183,000	930.00
113,001-114,000	688.50	153,001-154,000	828.50	183,001-184,000	933.50
114,001-115,000	692.00	154,001-155,000	832.00	184,001-185,000	937.00
115,001-116,000	695.50	155,001-156,000	835.50	185,001-186,000	940.50
116,001-117,000	699.00	156,001-157,000	839.00	186,001-187,000	944.00
117,001-118,000	702.50	157,001-158,000	842.50	187,001-188,000	947.50
118,001-119,000	706.00	158,001-159,000	846.00	188,001-189,000	951.00
119,001-120,000	709.50	159,001-160,000	849.50	189,001-190,000	954.50
120,001-121,000	713.00	160,001-161,000	853.00	190,001-191,000	958.00
121,001-122,000	716.50	161,001-162,000	856.50	191,001-192,000	961.50
122,001-123,000	720.00	162,001-163,000	860.00	192,001-193,000	965.00
123,001-124,000	723.50	163,001-164,000	863.50	193,001-194,000	968.50
124,001-125,000	727.00	164,001-165,000	867.00	194,001-195,000	972.00
125,001-126,000	730.50	165,001-166,000	870.50	195,001-196,000	975.50
126,001-127,000	734.00	166,001-167,000	874.00	196,001-197,000	979.00
127,001-128,000	737.50	167,001-168,000	877.50	197,001-198,000	982.50
128,001-129,000	741.00	168,001-169,000	881.00	198,001-199,000	986.00
129,001-130,000	744.50	169,001-170,000	884.50	199,001-200,000	989.50
130,001-131,000	748.00	\$100,001.00 to \$500,000.00 -			\$639.50 for the first
131,001-132,000	751.50	\$100,000.00 plus \$3.50 for each additional			
132,001-133,000	755.00	\$1,000.00, or fraction thereof, to and including \$500,000.00			
133,001-134,000	758.50				
134,001-135,000	762.00	\$500,001.00 to \$1,000,000.00 -			
135,001-136,000	765.50	\$2,039.50 for the first \$500,000.00 plus \$3.00 for each			
136,001-137,000	769.00	additional \$1,000.00, or fraction thereof, to and			
137,001-138,000	772.50	including \$1,000,000.00			
138,001-139,000	776.00				
139,001-140,000	779.50	\$1,000,000.00 and up-			
		\$3,539.50 for the first \$1,000,000.00 plus \$2.00 for each			
		additional \$1,000.00, or fraction thereof			

NOTICE OF ADOPTION

ORDINANCE #1-16

AN ORDINANCE ADOPTING FEES, RATES, AND ADMINISTRATIVE FINES

City of Mountain Lake

The City of Mountain Lake Council at its January 4, 2016 meeting adopted Ordinance #1-16. The ordinance sets water, sewer and electric rates, utility deposits and late fees, fire and ambulance call fees, city equipment rental fees, cemetery lot price and grave open/close fees, alcohol and tobacco license fees, administrative and miscellaneous fees and charges, police service fees, police administrative fines, mileage and meal reimbursement rates, planning and zoning fees, and building permit fees for 2016.

The following are changes from Ordinance #1-15 adopted January 6, 2015:

WATER, SEWER AND ELECTRIC UTILITIES

Water Service: (effective January 1, 2016)

Residential	
Base	\$29.23
1,000 to 6,999 gals.	\$6.77 per 1,000
7,000 to 12,999 gals.	\$7.58 per 1,000
13,000 to 25,999 gals.	\$8.66 per 1,000
26,000 gals. and up	\$9.74 per 1,000
Rural	
Base	\$30.31
1,000 to 6,999 gals.	\$7.58 per 1,000
7,000 to 12,999 gals.	\$8.66 per 1,000
13,000 to 25,999 gals.	\$9.74 per 1,000
26,000 gals. and up	\$10.82 per 1,000
Industrial/Commercial	
Base	\$29.23
1,000 to 50,999 gals.	\$7.31 per 1,000
51,000 gals. and up	\$7.58 per 1,000

Sewer: (effective January 1, 2016)

Residential:	\$39.80 per month
Rural:	\$42.45 per month
Commercial:	\$42.45 minimum 1 st 3,000 gallons of water used \$ 7.95 excess water usage per 1,000 gallons

AMBULANCE DEPARTMENT

Ambulance Call (as of 10/5/15)

\$454.06 Medicare plus \$11.02 per loaded mile
\$700 Private Insurance – Butterfield Call
\$600 Private Insurance in remainder of Service
District except Butterfield

PUBLIC WORKS (all prices includes employee):

Mowing \$75 per lawn, less than a half hour

TRAVEL BY ELECTED OFFICIALS OR EMPLOYEES

IRS Mileage Reimbursement Rate \$.54 per mile

IRS Meal Reimbursement Rate

Breakfast \$11.00

Lunch \$12.00

PLANNING AND ZONING

Building Permit Fees

Fence under 7 Feet (as of 1/1/16) \$25.00

Siding or Shingles (as of 7/1/15) \$45.00 (includes state surcharge)

Failure to obtain building permit

Two (2) times the building fee applicable to the
project

City of Mountain Lake, Minnesota

Resolution #2-16

A Resolution Providing for a Minimum General Fund Balance for Working Capital and Assignment of General Funds for Projects

Whereas, the City of Mt. Lake needs adequate liquidity and working capital to operate because its main sources of revenue are not received until the fifth month of a six-month cycle; and

Whereas, the City of Mt. Lake does, on occasion, experience unexpected and unbudgeted expenditures.

Therefore be it resolved that the City of Mt. Lake designates 50% of its current year general fund expenditure budget as a minimum fund balance for working capital to meet liquidity and working capital needs.

Be it further resolved that the City of Mt. Lake assign funds held in savings accounts and certificates of deposit to be used for specific projects.

This resolution was adopted and approved the City Council on this 4th day of January 2016.

Mike Nelson, Mayor

ATTEST:

Wendy Meyer, Clerk/Administrator

The 2016 general fund expenditures budget is \$1,311,246.60.

Designated 50% is \$655,623.30.

January 1, 2016 General Fund Balance - \$1,959,638.51

Assigned

\$68,970.99 - Police Equipment

\$188,972.71 - Street Dept. Equipment

\$30,859 – 2016 Street Maintenance (Small Cities Assistance)

\$488,310.86 - (Northland) Future Street Projects

\$326,283.20 - 2016 Bond Payments

\$200,618.45 – Unbudgeted expenditures; Trail Legal Costs

2015

The 2015 general fund expenditures budget is \$1,267,142.67.

Designated 50% is \$633,571.34.

January 1, 2015 General Fund Balance - \$1,919,848.60

Assigned

\$83,788.06 - Police Equipment

\$172,717.35 - Street Dept. Equipment

\$469,438.40 - (Northland) Future Street Projects

\$316,763.73 - 2015 Bond Payments

\$243,569.72 – Unbudgeted expenditures; Trail Legal Costs

MT. LAKE CITY CODE, CHAPTER 7
SECTION 7.03 SIDEWALK REGULATIONS

Subdivision 1. Snow and Ice on Sidewalks.

1. The owner of any property in the Commercial District, as described in City Code, Chapter 9, abutting a public sidewalk shall keep, or cause to be kept, such sidewalks free of snow and ice and safe for pedestrians.
2. It is the duty of the City to make such inspections as are necessary to determine that such public sidewalks are kept free of snow and ice and safe for pedestrians. If it is found that any sidewalk abutting on private property in said Districts is not free of snow and ice, and is unsafe for public travel, the City shall cause a notice to be served by certified mail, or by personal service, upon the record owner of the property, or the occupants, ordering such owner to have the sidewalk free of snow and ice, and made safe for public travel within 24 hours and stating that if the owner fails to do so, the City will do so, and the expense thereof must be paid by the owner in single installment; and that if unpaid, it will be made a special assessment against the property concerned.
3. If the sidewalk is not so made free of snow and ice within 24 hours after receipt of the notice, the City shall remove any snow or ice therefrom, and make it safe for pedestrians, or order the work done by contract. The City Clerk shall keep record of the total cost of snow and ice removal, attributable to each lot or parcel of property, and report such information to the Council.