

Mt. Lake City Council
Mt. Lake City Hall
Monday, November 17, 2014
6:30 p.m.

AGENDA

1. Meeting called to order by Mayor, Dean Janzen
* Further information on agenda item is attached
2. Darla Kruser Oath of Office
3. Approval of Agenda and Consent Agenda
 - a. Bills: Check #'s 9916730-9916696*(1-7)
Payroll: Check #'s 61410-61442
 - b. Approval of Nov. 3 and Nov. 7 Council Minutes*(8-12)
 - c. Approval of Oct. 23 and Oct. 30 Utility Commission Minutes*(13-14)
 - d. Approval of Oct. 8 Library Board Minutes & reports*(15-17)
 - e. Approval of Oct. 9 Police Commission Minutes*(18)
 - f. Approval of Oct. 10 EDA Minutes*(19-20)
 - g. Approval of Oct. 13 Lake Commission Minutes*(21-22)
4. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the council.
5. Ambulance Dept. Equipment Purchase
6. Street Dept.
 - a. Lawn Mower and Snow Hauler Purchase
 - i. Costs*(23)
 - ii. 2015 Capital Improvement Plan*(24-25)
 - iii. Street Dept. Sweep Savings Balance*(26-27)
 - iv. Street Dept. 2014 Revenues and Expenses to 10/3/14*(28-35)
 - b. Maintenance Agreement with Cottonwood County Highway Dept. *(36-37)
 - c. Snow Removal Policy Review*(38-41)
7. Administrator
 - a. Active Living Plan and Planning Team*(42-46)
 - b. Passport site
 - c. Volunteer Fire Relief Association Investment Report Card*(47-49)
 - d. **Special Assessment Public Hearing, 6 p.m., Tues. Nov. 18, Community Center**
- 8 Adjourn

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November 17, 2014
chk# 9916730
to
9916794

October 2014 to November 2014

			Check Amt	Invoice	Comment
10100 United Prairie					
Paid Chk#	9916730	10/31/2014		AMAZON	
E 211-45500-590	Capital Outlay Books		\$1,811.41		LIBRARY BOOKS
	Total AMAZON		\$1,811.41		
Paid Chk#	9916731	11/10/2014		COMMISSIONER OF REVENUE	
G 101-21702	State Withholding		\$107.63		
	Total COMMISSIONER OF REVENUE		\$107.63		
Paid Chk#	9916732	11/10/2014		INTERNAL REVENUE SERVICE	
G 101-21703	FICA Tax Withholding		\$963.32		
G 101-21701	Federal Withholding		\$206.77		
	Total INTERNAL REVENUE SERVICE		\$1,170.09		
Paid Chk#	9916733	11/14/2014		BRAUN INTERTEC	
E 441-46300-434	Project Expense		\$9,319.50		SOIL, CONCRETE & MASONRY TESTING-MT POWER
	Total BRAUN INTERTEC		\$9,319.50		
Paid Chk#	9916734	11/14/2014		BRUELLMAN FLOOR CREATIONS	
E 441-46300-434	Project Expense		\$2,527.00		FLOORING AT MT POWER
	Total BRUELLMAN FLOOR CREATIONS		\$2,527.00		
Paid Chk#	9916735	11/14/2014		CARCHIOUS RODNEY	
E 607-46330-401	Repairs/Maint Buildings		\$17.00		OCTOBER MAINTENANCE
E 608-46330-401	Repairs/Maint Buildings		\$33.00		OCTOBER MAINTENANCE
	Total CARCHIOUS RODNEY		\$50.00		
Paid Chk#	9916736	11/14/2014		COUNTRY PRIDE SERVICES	
E 235-46340-401	Repairs/Maint Buildings		\$642.94		REPAIRS TO DISHWASHER AT HOMETOWN SANITATION
E 235-46340-401	Repairs/Maint Buildings		(\$642.94)		void check
	Total COUNTRY PRIDE SERVICES		\$0.00		
Paid Chk#	9916737	11/14/2014		CRESS REFRIGERATION	
E 235-46340-401	Repairs/Maint Buildings		\$8,453.25		WORK AT HOMETOWN CAFÉ
E 235-46340-401	Repairs/Maint Buildings		(\$8,453.25)		void check
	Total CRESS REFRIGERATION		\$0.00		
Paid Chk#	9916738	11/14/2014		DARON J. FRIESEN	
E 609-46330-402	Repairs/Maint- Ground		\$210.00		MOWING AT MASON MANOR
E 607-46330-402	Repairs/Maint- Ground		\$64.35		MOWING HERITAGE ESTATES
E 608-46330-402	Repairs/Maint- Ground		\$130.65		MOWING HERITAGE ESTATES
	Total DARON J. FRIESEN		\$405.00		
Paid Chk#	9916739	11/14/2014		ELITE MECHANICAL SYSTEMS LLC	
E 441-46300-434	Project Expense		\$4,935.97		PLUMBING MT POWER
	Total ELITE MECHANICAL SYSTEMS LLC		\$4,935.97		
Paid Chk#	9916740	11/14/2014		GROUND ZERO SERVICES	
E 441-46300-434	Project Expense		\$3,895.00		EARTHWORK--MT POWER SITE
	Total GROUND ZERO SERVICES		\$3,895.00		
Paid Chk#	9916741	11/14/2014		HOMETOWN SANITATION SERVICE	
E 441-46300-434	Project Expense		\$672.75		DUMPSTER AT MT POWER CONSTRUCTION SITE
	Total HOMETOWN SANITATION SERVICE		\$672.75		
Paid Chk#	9916742	11/14/2014		KADUCE PLUMBING & HEATING	

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			Check Amt	Invoice	Comment
E 441-46300-434	Project Expense		\$69,786.05		HVAC--MT POWER
	Total KADUCE PLUMBING & HEATING		\$69,786.05		
Paid Chk# 9916743	11/14/2014	KNICKREHM ELECTRIC			
E 441-46300-434	Project Expense		\$7,880.25		ELECTRICAL-MT POWER
	Total KNICKREHM ELECTRIC		\$7,880.25		
Paid Chk# 9916744	11/14/2014	STAR EQUIPMENT			
E 441-46300-434	Project Expense		\$9,642.50		DOCK EQUIP & INSTALL-MT POWER
	Total STAR EQUIPMENT		\$9,642.50		
Paid Chk# 9916745	11/14/2014	VIKING AUTO SPRINKLER CO			
E 441-46300-434	Project Expense		\$7,494.55		FIRE SPRINKLER SYSTEM-MT POWER
	Total VIKING AUTO SPRINKLER CO		\$7,494.55		
Paid Chk# 9916746	11/14/2014	VOSS PLUMBING & HEATING			
E 441-46300-434	Project Expense		\$23,682.17		CONCRETE WORK AT MT POWER
	Total VOSS PLUMBING & HEATING		\$23,682.17		
Paid Chk# 9916747	11/14/2014	WILCON CONSTRUCTION INC			
E 441-46300-434	Project Expense		\$1,838.25		CONSTRUCTION MANAGEMENT-MT POWER
E 441-46300-434	Project Expense		\$2,351.91		GENERAL CONDITIONS-MT POWER
E 441-46300-434	Project Expense		\$11,773.76		CARPENTRY PKG-MT POWER
	Total WILCON CONSTRUCTION INC		\$15,963.92		
Paid Chk# 9916748	11/13/2014	AFLAC			
G 101-21713	AFLAC		\$192.74		
	Total AFLAC		\$192.74		
Paid Chk# 9916749	11/13/2014	BCBS/HSA			
G 101-21714	HSA		\$407.71		
	Total BCBS/HSA		\$407.71		
Paid Chk# 9916750	11/13/2014	COMMISSIONER OF REVENUE			
G 101-21702	State Withholding		\$709.94		
	Total COMMISSIONER OF REVENUE		\$709.94		
Paid Chk# 9916751	11/13/2014	GISLASON & HUNTER			
G 101-21712	Garnishments		\$331.54		
	Total GISLASON & HUNTER		\$331.54		
Paid Chk# 9916752	11/13/2014	INTERNAL REVENUE SERVICE			
G 101-21701	Federal Withholding		\$1,472.49		
G 101-21703	FICA Tax Withholding		\$2,129.94		
	Total INTERNAL REVENUE SERVICE		\$3,602.43		
Paid Chk# 9916753	11/13/2014	LAW ENFORCEMENT LABOR SERV			
G 101-21711	PD UNION DUES		\$135.00		
	Total LAW ENFORCEMENT LABOR SERV		\$135.00		
Paid Chk# 9916754	11/13/2014	PERA			
G 101-21704	PERA		\$3,542.07		
	Total PERA		\$3,542.07		
Paid Chk# 9916755	11/13/2014	VALIC			
G 101-21705	VALIC		\$835.52		
	Total VALIC		\$835.52		

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Paid Chk# 9916756 11/14/2014 COUNTRY PRIDE SERVICES					
E 235-46340-401	Repairs/Maint Buildings		\$642.94		DISHWASHER REPAIR-HOMETOWN CAFÉ
Total COUNTRY PRIDE SERVICES			\$642.94		
Paid Chk# 9916757 11/14/2014 CRESS REFRIGERATION					
E 240-46500-401	Repairs/Maint Buildings		\$5,635.50		EQUIP REPAIRS-HOMETOWN CAFÉ
Total CRESS REFRIGERATION			\$5,635.50		
Paid Chk# 9916758 11/17/2014 WINDOM AREA HOSPITAL					
E 101-45200-430	Miscellaneous		\$42.00		EMPLOYEE DRUG & ALCHOL TEST
E 101-46200-430	Miscellaneous		\$28.00		EMPLOYEE DRUG & ALCHOL TEST
Total WINDOM AREA HOSPITAL			\$70.00		
Paid Chk# 9916759 11/17/2014 COUNTRY PRIDE SERVICES					
E 101-42100-212	Motor Fuels		\$447.95		PD-CHARGER GAS
E 101-45200-212	Motor Fuels		\$119.99		PARKS GAS
E 101-42100-212	Motor Fuels		\$71.50		PD--SUV GAS
E 221-42200-212	Motor Fuels		\$69.63		FD GAS
E 101-43100-212	Motor Fuels		\$1,059.28		ST DEPT GAS
E 231-42154-212	Motor Fuels		\$402.48		AMB DIESEL
E 507-45150-404	Repairs/Maint Machinery/Equip	\$17.10	088064		OIL FOR WEED HARVESTOR
E 101-45200-402	Repairs/Maint- Ground	\$22.42	132837,13291		ANTI-FREEZE & TRIMMER LINE-PARKS
E 221-42200-210	Operating Supplies	\$10.67	132969		ANYWHERE MATCHES,ACETONE-FIRE PREVENTION WEEK
E 608-46330-401	Repairs/Maint Buildings	\$955.43	133265,13383		WATERHEATER-HALE APT CO ALARM
E 101-41400-401	Repairs/Maint Buildings	\$87.38	133519,13354		AERATOR & PAINT FOR OFFICE
E 101-46200-402	Repairs/Maint- Ground	\$6.94	133655		FLUORESCENT PAINT-CEMETERY
E 221-42200-401	Repairs/Maint Buildings	\$17.09	133781		FLUORESCENT BULB-FIREHALL
E 235-46340-401	Repairs/Maint Buildings	\$632.24	133993,13399		WORK AT HOMETOWN CAFÉ
E 221-42200-401	Repairs/Maint Buildings	\$27.22	134012		FLEXIBLE COUPLING-FIREHALL
E 101-45183-402	Repairs/Maint- Ground	\$26.78	134167		COUPLINGS,CONNECTOR-CAMPGROUND
Total COUNTRY PRIDE SERVICES			\$3,974.10		
Paid Chk# 9916760 11/17/2014 NEW STAR SALES & SERVICE					
E 205-46500-200	Office Supplies	\$61.86	43082		COPIES ON COPY MACHINE-8/2/14 TO 11/1/14
E 101-41400-200	Office Supplies	\$148.68	43082		COPIES ON COPY MACHINE-8/2/14 TO 11/1/14
E 101-42100-200	Office Supplies	\$0.71	43082		POLICE-COPIES ON COPY MACHINE-8/2/14 TO 11/1/14
Total NEW STAR SALES & SERVICE			\$211.25		
Paid Chk# 9916761 11/17/2014 ALPHA WIRELESS COMMUNICATIONS					
E 221-42200-404	Repairs/Maint Machinery/Equip	\$50.20	6373389		CLIPS FOR MINITOR 5 PAGERS
E 231-42154-323	Radio-monthly service contract	\$44.00	673297		AMB-NOVEMBER PAGER MAINT
E 221-42200-323	Radio-monthly service contract	\$36.00	673297		FD-NOVEMBER PAGER MAINT
Total ALPHA WIRELESS COMMUNICATIONS			\$130.20		
Paid Chk# 9916762 11/17/2014 AMBULANCE FUND					
E 231-42154-430	Miscellaneous	\$18.34	11/13/14		FOOD ON AMB RUN
E 231-42154-430	Miscellaneous	\$2.06	11/4/2014		FOOD ON AMBULANCE RUN
Total AMBULANCE FUND			\$20.40		
Paid Chk# 9916763 11/17/2014 BOLTON & MENK INC.					
E 202-49400-434	Project Expense	\$3,499.50	0171566		ENGINEERING-WELL #7
E 412-43100-303	Engineering Fees	\$248.70	0171569		ENGINEERING-2012-14 ST PROJEC
E 412-43150-303	Engineering Fees	\$1,432.32	0171569		ENGINEERING-2012-14 ST PROJEC
Total BOLTON & MENK INC.			\$5,180.52		

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			Check Amt	Invoice	Comment
Paid Chk#	9916764	11/17/2014	BOUND TREE MEDICAL		
E	231-42154-210	Operating Supplies	\$16.03	81588277	AMBULANCE SUPPLIES
		Total BOUND TREE MEDICAL	\$16.03		
Paid Chk#	9916765	11/17/2014	CASEYS-CREDIT CARD DEPARTMENT		
E	101-43100-212	Motor Fuels	\$16.00		ST DEPT GAS
E	101-45200-212	Motor Fuels	\$76.09		PARKS DEPT GAS
E	507-46103-212	Motor Fuels	\$110.01	10/16/14	GAS-LAKE COMM TAKE CANS TO MANKATO
E	205-46500-430	Miscellaneous	\$26.16	9/30/2014	EDA LUNCH
		total CASEYS-CREDIT CARD DEPARTMENT	\$228.26		
Paid Chk#	9916766	11/17/2014	CITIZEN PUBLISHING		
E	101-41400-351	Legal Notices Publishing	\$202.10		PUBLISHING
		Total CITIZEN PUBLISHING	\$202.10		
Paid Chk#	9916767	11/17/2014	COAST MARINE		
E	507-46103-220	Repair/Maint Supply	\$35.53	11/4/2014	SPARK PLUG FOR BOAT MOTOR
E	507-46103-220	Repair/Maint Supply	\$30.52	4944	CHECK COMPRESSION ON BOAT MOTOR-OLAKE COMM
		Total COAST MARINE	\$66.05		
Paid Chk#	9916768	11/17/2014	CRIMESTAR		
E	101-42100-433	Dues and Subscriptions	\$300.00	7113	1 YR ANNUAL SUPPORT FEE-POLICE DEPT
		Total CRIMESTAR	\$300.00		
Paid Chk#	9916769	11/17/2014	DEMCO, INC		
E	211-45500-220	Repair/Maint Supply	\$150.83		LIBRARY SUPPLIES
		Total DEMCO, INC	\$150.83		
Paid Chk#	9916770	11/17/2014	DENNIS HULZEBOS		
E	211-45500-400	Janitor-Repairs/Maint	\$345.00		NOVEMBER MAINT AT LIBRARY
E	101-45186-400	Janitor-Repairs/Maint	\$250.00		NOVEMBER MAINT AT SR CTR
		Total DENNIS HULZEBOS	\$595.00		
Paid Chk#	9916771	11/17/2014	DIGITAL ALLY INC		
E	101-42100-404	Repairs/Maint Machinery/Equip	\$49.17	1071428	FLASH CARD FOR PD
		Total DIGITAL ALLY INC	\$49.17		
Paid Chk#	9916772	11/17/2014	EXPERT T BILLING		
E	231-42154-300	Professional Svcs	\$598.00	1704	OCTOBER AMB BILLING
		Total EXPERT T BILLING	\$598.00		
Paid Chk#	9916773	11/17/2014	GM CONTRACTING		
E	202-49400-434	Project Expense	\$137,675.10	0171569	PAY ESTIMATE #1 FOR WELL
		Total GM CONTRACTING	\$137,675.10		
Paid Chk#	9916774	11/17/2014	HANSON PLUMBING		
E	101-45183-401	Repairs/Maint Buildings	\$13.29	2807	DRAIN VALVE FOR CAMPGROUND
		Total HANSON PLUMBING	\$13.29		
Paid Chk#	9916775	11/17/2014	INGRAM		
E	211-45500-590	Capital Outlay Books	\$153.27		LIBRARY BOOKS
		Total INGRAM	\$153.27		
Paid Chk#	9916776	11/17/2014	JOHN YSKER		
E	101-43240-111	Contract	\$250.00		NOVEMBER DUMP SALARY

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October 2014 to November 2014

		Check Amt	Invoice	Comment
Total JOHN YSKER		\$250.00		
Paid Chk# 9916777	11/17/2014	KDOM RADIO		
E 101-00000-430	Miscellaneous	\$442.40	540141033902	MONTHLY ADV-INCLUDES HALLOWEEN & FIRE PREVENTION WEEK
Total KDOM RADIO		\$442.40		
Paid Chk# 9916778	11/17/2014	LAKER GRILL		
E 205-46500-430	Miscellaneous	\$66.26	10-10-14	OCTOBER EDA MTG LUNCH 10-10-14
Total LAKER GRILL		\$66.26		
Paid Chk# 9916779	11/17/2014	MAYNARDS FOOD CENTER		
E 221-42200-430	Miscellaneous	\$13.63	10/10/14	SOAP-FIREHALL
E 221-42200-430	Miscellaneous	\$18.07	10/10/14	FD-FOOD FIRE PREVENTION WEEK
E 101-41400-200	Office Supplies	\$12.04	10/16/14	TP,SOAP-OFFICE
Total MAYNARDS FOOD CENTER		\$43.74		
Paid Chk# 9916780	11/17/2014	MCLAUGHLIN AND SCHULTZ		
E 101-43121-224	Street Maint Materials	\$605.92	009409	COLD MIX-ST DEPT
Total MCLAUGHLIN AND SCHULTZ		\$605.92		
Paid Chk# 9916781	11/17/2014	MIDSTATES		
E 101-45200-430	Miscellaneous	\$49.99	214718	2 GAL HAND SPRAYER
Total MIDSTATES		\$49.99		
Paid Chk# 9916782	11/17/2014	MIDWAY FARM EQUIPMENT		
E 101-00000-430	Miscellaneous	\$2.35	AM3615	1 GAL WATER
E 101-43100-404	Repairs/Maint Machinery/Equip	\$22.71	IM08690	HOSE & END-ST DEPT
Total MIDWAY FARM EQUIPMENT		\$25.06		
Paid Chk# 9916783	11/17/2014	MOUNTAIN LAKE PUBLIC SCHOOL		
E 101-45137-210	Operating Supplies	\$5,308.54		3RD QTR SWIMMING POOL COSTS
Total MOUNTAIN LAKE PUBLIC SCHOOL		\$5,308.54		
Paid Chk# 9916784	11/17/2014	MOUNTAIN POWER HYDRAULICS		
E 205-46500-356	Abatements	\$15,022.00		2014 ABATEMENT
Total MOUNTAIN POWER HYDRAULICS		\$15,022.00		
Paid Chk# 9916785	11/17/2014	NEW STAR SALES & SERVICE		
E 205-46500-200	Office Supplies	\$50.39	43081	EDA-COPIES ON COLOR PRINTER 8-2-14 TO 11-1-14
E 101-41400-200	Office Supplies	\$177.17	43081	CITY-COPIES ON COLOR PRINTER 8-2-14 TO 11-1-14
E 101-42100-200	Office Supplies	\$3.84	43081	PD-COPIES ON COLOR PRINTER 8-2-14 TO 11-1-14
Total NEW STAR SALES & SERVICE		\$231.40		
Paid Chk# 9916786	11/17/2014	NICKEL CONSTRUCTION		
E 101-41910-344	Property Cleanup	\$3,425.00	14318	DEMO HOUSE 202 12TH ST SOUTH
E 101-43150-220	Repair/Maint Supply	\$315.10	14339	PVC FOR STORM SEWER
Total NICKEL CONSTRUCTION		\$3,740.10		
Paid Chk# 9916787	11/17/2014	OVERHEAD DOOR COMPANY		
E 101-42100-404	Repairs/Maint Machinery/Equip	\$82.00	41648	2 REMOTES FOR POLICE DEPT
Total OVERHEAD DOOR COMPANY		\$82.00		
Paid Chk# 9916788	11/17/2014	PETERSON DRUG & GIFTS		
E 221-42200-430	Miscellaneous	\$6.39	10/10/14	FD-FOR FIRE PREVENTION WEEK
E 101-42100-430	Miscellaneous	\$10.68	10/6/2014	BATTERIES-POLICE DEPT
E 231-42154-210	Operating Supplies	\$185.28	10/9/2014	SUPPLIES FOR AMB

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October 2014 to November 2014

			Check Amt	Invoice	Comment
Total PETERSON DRUG & GIFTS			\$202.35		
Paid Chk#	9916789	11/17/2014	PETERSON WELL DRILLING INC		
E	101-41910-344	Property Cleanup	\$950.00		SEAL WELL AT 202 12TH ST
Total PETERSON WELL DRILLING INC			\$950.00		
Paid Chk#	9916790	11/17/2014	PETTIPIECE & ASSOCIATES		
E	202-49400-434	Project Expense	\$1,758.00	25244	SERVICES FOR WELL
Total PETTIPIECE & ASSOCIATES			\$1,758.00		
Paid Chk#	9916791	11/17/2014	PLUM CREEK LIBRARY SYSTEM		
E	211-45500-590	Capital Outlay Books	\$36.90		LIBRARY BOOKS
E	211-45500-220	Repair/Maint Supply	\$111.00		LIBRARY SUPPLIES
Total PLUM CREEK LIBRARY SYSTEM			\$147.90		
Paid Chk#	9916792	11/17/2014	PLUNKETT S		
E	211-45500-220	Repair/Maint Supply	\$52.30	4506772	SERVICES AT LIBRARY
Total PLUNKETT S			\$52.30		
Paid Chk#	9916793	11/17/2014	SW/WC SERVICE COOPERATIVES		
E	101-46200-131	Employer Paid Health	\$642.10		DEC HEALTH INS-CEMETERY
E	101-42100-131	Employer Paid Health	\$3,543.54		DEC HEALTH INS-POLICE DEPT
E	101-41400-131	Employer Paid Health	\$2,140.32		DEC HEALTH INS-OFFICE
E	101-43100-131	Employer Paid Health	\$1,926.28		DEC HEALTH INS-ST DEPT
E	211-45500-131	Employer Paid Health	\$1,070.16		DEC HEALTH INS-LIBRARY
E	205-46500-131	Employer Paid Health	\$1,070.16		DEC HEALTH INS-EDA
E	101-42100-135	Employer Paid Other	\$366.00		DEC HEALTH INS-BRIAN LUNZ
E	101-45200-131	Employer Paid Health	\$642.10		DEC HEALTH INS-PARKS DEPT
Total SW/WC SERVICE COOPERATIVES			\$11,400.66		
Paid Chk#	9916794	11/17/2014	TEXAS REFINERY CORP		
E	101-43100-404	Repairs/Maint Machinery/Equip	\$291.00	928092	BIG RED CLEANER-ST DEPT
Total TEXAS REFINERY CORP			\$291.00		
Paid Chk#	9916795	11/17/2014	THIRD AVENUE AUTO PARTS		
E	507-45150-404	Repairs/Maint Machinery/Equip	\$8.95	S142365	OIL FILTER FOR WEED HARVESTOR
E	101-43100-430	Miscellaneous	\$56.74	S142431	WORKLIGHT-ST DEPT
E	101-45200-210	Operating Supplies	\$22.95	S142548	ANTI-FREEZE-PARKS
E	101-45183-210	Operating Supplies	\$21.96	S142771	ANTI-FREEZE-CAMPGROUND
Total THIRD AVENUE AUTO PARTS			\$110.60		
Paid Chk#	9916796	11/17/2014	WINDOM AREA HOSPITAL		
E	231-42154-430	Miscellaneous	\$206.97		NURSE ON AMBULANCE RUN
Total WINDOM AREA HOSPITAL			\$206.97		
10100 United Prairie			\$365,999.94		

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October 2014 to November 2014

Check Amt Invoice Comment

Fund Summary**10100 United Prairie**

101 GENERAL FUND	\$35,313.68
202 2014 SMALL CITIES DEVELOP PROG	\$142,932.60
205 ECONOMIC DEVELOPMENT AUTHORITY	\$16,296.83
211 LIBRARY FUND	\$3,730.87
221 FIRE DEPT FUND	\$248.90
231 AMBULANCE FUND	\$1,473.16
235 SW HOUSING GRANT	\$1,275.18
240 PROTIENT--DTED LOAN	\$5,635.50
412 2012 CITY WIDE PROJECT	\$1,681.02
441 MT POWER CONST ACCT	\$155,799.66
507 LAKE COMMISSION FUND	\$202.11
607 EDA----4 PLEX FUND	\$81.35
608 EDA----8 PLEX FUND	\$1,119.08
609 EDA-- MASON MANOR	\$210.00
	<hr/>
	\$365,999.94

DRAFT
Mt. Lake City Council
Mt. Lake City Hall
Monday, November 3, 2014
6:30 p.m.

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

Members Absent: None

Staff Present: Maryellen Suhrhoff, Muske, Muske and Suhrhoff, City Attorney; Dawn Fast, Deputy Clerk/Treasurer

Others Present: Rachel Yoder, Dana Kass; Doug Regehr, John Oeltjenbruns, Andy Kehren, Bolton & Menk, City Engineer

Call to Order

Mayor Janzen called the meeting to order at 6:30 p.m. Motion by Schultz, seconded by Savage to add SHIP Partner Agreement, Active Living Plan Contract, and SW MN Northwest Iowa Emergency Response Unit Joint Powers Agreement to agenda. Motion carried unanimously. Motion by Schultz, seconded by Ysker to adopt the consent agenda as presented. Motion carried unanimously.

Bills: Check #'s 9916696-9916729, 366E
Payroll: Check #'s 61394 - 61409
Oct. 20 Council Minutes
Oct 9 Utility Commission Minutes
Sept. 10 Library Board Minutes & reports

Public

Rachel Yoder discussed mowing along the trail with the Council.

Well #7 Partial Payment #1

Andy Kehren, Bolton and Menk, city engineer, reviewed the partial payment request and updated the council on work completed on the well. The contractor is asking for a Notice to Proceed with the balance of the work. Motion by Schultz, seconded by Savage to approve the \$137,675.10 payment. Motion carried unanimously. Motion by Savage, seconded by Ysker to approve the Notice to Proceed. Motion carried unanimously.

2012-14 Street and Utility Project

Andy Kehren, Bolton and Menk, city engineer stated the construction is wrapped up and punch list has been completed.

Dennis Oberloh CPA - Engagement Letter

The engagement letter was reviewed. Motion by Savage seconded by Ysker to approve. Motion carried unanimously.

Request for City to be a Passport site

Currently passports are not issued in Cottonwood County. County Commissioner John Oeltjenbruns presented Council with information about being a passport site. Council will do some research before a decision is made. No action taken.

Resolution #40-14--Approving the Consent to the Levy Economic Development Authority of the City of Mountain Lake for Mason Manor

Motion by Ysker, seconded by Savage, to approve Resolution 40-14. Motion carried unanimously.

3rd Quarter Mt. Lake Public School Pool Billing

The 3rd quarter billing from Mt. Lake Public Schools for indoor pool costs was reviewed. The pool had revenues of \$1,968.65 and expenditures of \$12,585.72 for a net loss of \$10,617.07. The city's portion is \$5,308.54. The city has agreed to share 50/50 of the swimming facility costs up to \$15,000 per year. Motion by Ysker, seconded by Savage, to pay 3rd quarter bill. Motion carried unanimously.

Southwest Minnesota/Northwest Iowa Emergency Response Unit Joint Powers Agreement

Motion by Schultz, seconded by Savage to approve agreement. Motion carried unanimously.

Statewide Health Improvement Program (SHIP) Community Partner Agreement, Active Living Plan Contract

Motion by Savage, seconded Schultz to approve contract. Motion carried unanimously.

Canvassing Board Meeting Date

Council was reminded of the General election canvassing board meeting on Friday, November 7 at 5 P.M.

Adjourn

Motion by Schultz, seconded by Ysker to adjourn at 7:15 p.m.

ATTEST:

Dawn Fast Deputy Clerk/Treasurer

**Special Meeting
Canvassing Board
Mt. Lake City Council
Friday, November 7, 2014
5:00 p.m.**

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

Members Absent: None

Staff Present: Dawn Fast Deputy Clerk/Treasurer

Call to Order

Mayor Dean Janzen called the meeting to order at 5:00 p.m.

Canvass of Election Returns

The Council reviewed the November 4 election returns as presented. Seven hundred thirty-seven (737) people voted in the city on Election Day including 30 absentees.

Complete returns are attached

CITY OF MOUNTAIN LAKE

RESOLUTION #41-14

**RESOLUTION TO CERTIFY RESULTS OF THE TUESDAY,
NOVEMBER 4, 2014 ELECTION
(Canvass Election)**

WHEREAS: The City of Mountain Lake held an election for the office of Mayor and two (2) 4 year Council Members and one (1) two year Council Member on Tuesday, November 4, 2014, during the General Election with 737 persons voting, this includes 30 absentee votes.

WHEREAS: On this 7th day of November, 2014 the City Council has met to canvass said election results;

WHEREAS: The votes tabulated at said election were:

Mayor

Mike Nelson 228

David Ryan Savage 221

John Oeltjenbruns	<u>189</u>
Timothy Janzen	<u>55</u>
Write-Ins	<u>26</u>
Over Votes	<u>0</u>
Under Votes	<u>17</u>

2--4 year Council Seats

Dana Kass	<u>398</u>
Andrew Ysker	<u>390</u>
Brian Schultz	<u>312</u>
Christopher Boldt	<u>91</u>
D. David Dodge	<u>48</u>
Write-Ins	<u>7</u>
Over Votes	<u>0</u>
Under Votes	<u>218</u>

1-- 2 year Council Seat

Darla Kruser	<u>351</u>
Dean S. Sawatzky	<u>307</u>
Write-Ins	<u>14</u>
Over Votes	<u>0</u>
Under Votes	<u>61</u>

THEREFORE BE IT RESOLVED by the Mountain Lake City Council that the official

City of Mt. Lake

2014 Write-Ins

Mayor

Andrew Ysker	19
Dean Janzen	6
Emily Adrian	1
Jessie Hiebert	1
Axle Sawatzky	1

County Commissioner

Paul Harder	1
Mike Minor	1
Nancy Nelson	1
Dean Sawatzky	1
Tom White	1

Council Write-Ins - 4 year term

Emily Adrian	2
Brad Hansen	1

County Auditor

Mickey Mouse	1
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Tim Kirk 1
Brian Harder 1
Mark Hanson 1
Axle Sawatzky 1

Council Write-Ins - 2 year term

Brian Harder 1
Dean Janzen 2
Ch.Leman 1
Emily Adrian 2
Vern Friesen 1
Allen Rahn 1
Paul Dick 1
Dana Kass 2
Kris Langland 1
Mike Nelson 1

County Attorney

Mary Ellen Surhoff 1

Motion by David Savage, seconded by Andrew Ysker to adopt Resolution #41-14. Motion carried unanimously.

Motion by Ysker, seconded by Schultz to adjourn at 5:10 p.m.

Approved November 17, 2014

ATTEST:

Dawn Fast, Deputy Clerk/Treasurer

SPECIAL UTILITIES COMMISSION MEETING
THURSDAY, OCTOBER 23, 2014
7:00 A.M.

PRESENT: Mark Langland
Bryan Borgen, Chairman
John Carrison
Mike Johnson
David Savage-City Council Liaison

ABSENT: Brett Lohrenz

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

Others:

Bryan Borgen - Chairman called the special meeting of the Utilities commission for October 23, 2014 to order at 7:00 a.m.

1. Minutes and Bills: Motion by Mike Johnson seconded by Mark Langland to accept the minutes and bills as presented. Motion carried. Checks #14768-14795.

2. Water/Wastewater Department:

Ken & Kathy Mathistad (sewer work): Motion by Mark Langland seconded by John Carrison to table until the next meeting. One question to answer is: Should we have a Utilities person on site when lines are dug to inspect the lines?

Gas bill at Water Treatment Plant: Check with gas company to see when they put the new meter in.

Well #7 update: They were doing the Step pumping today (700 gal/min). Monday they will do the 24 hour test pump.

3. Electric Department:

Transformer storage: We will set up a time to look at Verlyn Fast's building to see if it will fit our needs.

Energy Audits: February 5, 2015 we will do energy audits again.

Meeting Adjourned.

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14

SPECIAL UTILITIES COMMISSION MEETING
THURSDAY, OCTOBER 30, 2014
7:00 A.M.

PRESENT: Mark Langland
Brett Lohrenz
John Carrison

ABSENT: David Savage-City Council Liaison
Bryan Barga, Chairman
Mike Johnson

Staff: Lynda Cowell -- Utilities Office Manager
Kevin Krahn -- Water/Wastewater Supt.
Ron Melson - Electric Supt.
Pat Oja - Lineman

Others: Cody Fast

At 7:30 a.m. the Utility Commission met at 808 Second Ave. to view the building. No action was taken.
Commission left at 7:50 a.m.

(14)

~~(14)~~

Mountain Lake Public Library Board Minutes
October 8, 2014

Members Present: Diane Englin, Marci Hernandez, Vickie Krueger, Carol Lehman-Director

Members Absent: Barrie Wright, Margaret Hopwood

Others Present: None

The meeting was called to order at 4:15 p.m. by acting chairman, Diane Englin.

M/S/P Englin/Krueger to approve the minutes of the September 10, 2014 meeting.

Carol presented the September monthly report indicating 3,130 total circulation and expenditures in the amount of \$1,162.28. **M/S/P Hernandez/Krueger** to accept September report and expenditures.

Old Business: None

New Business: WRP "Book your Winter Getaway" artists must submit designs by Oct 20th. PCLS now has book club kits available for inter-library loan.

Library Activity report for September was given.

Meeting adjourned at 5:15 p.m. by acting chairman, Diane Englin.

NEXT MEETING: Wednesday November 12th 2014 – 4:00pm.

Respectfully submitted,

Marci Hernandez, secretary



CITY OF MOUNTAIN LAKE
PUBLIC LIBRARY REPORT
MONTH OF October, 2014

CIRCULATION AND USE

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

TOTAL CIRCULATION 3,175

Interlibrary loan sent	_____
Interlibrary loan received	<u>309</u>
	<u>316</u>

TOTAL ILL 625

ILL NON SYSTEM 83

RECEIPTS

Cash income	<u>45.61</u>
Donations (monetary)	_____
County Revenue	_____
Misc. Revenue	_____
Fines	<u>25.00</u>
Meeting room rental	_____
Sale of supplies	_____

TOTAL RECEIPTS 70.61

EXPENDITURES

5.00 Books	<u>960.47</u>
Periodicals	_____
4.00 Audio-visual	<u>120.63</u>
28.86 Supplies	<u>290.69</u>
Postage	_____
Miscellaneous	_____
Telephone	<u>58.36</u>
Repairs & maintenance	<u>345.00</u>
Repairs & maint. of equipment	_____
7.75 Project expense	<u>7.75</u>
Capital outlay	_____
Automation	<u>929.98</u>
Gas Utilities	<u>17.48</u>

TOTAL EXPENDITURES \$2,730.36

(16)

LIBRARY DIRECTOR Carol Lehman

LIBRARY EXPENDITURES - OCTOBER 2014

Demco	Supplies	\$150.83
Frontier	Telephone Expense	\$58.36
Dennis Hulzebos	Repairs & Maint. - Janitorial	\$345.00
Ingram	Books	\$153.27
MN Energy Resources Corp.	Gas Utilities	\$17.48
PCLS	Books 36.90 / Supplies 111.00	\$147.90
Synchrony Bank / Amazon	Automation 929.98 / Books 765.30 AV 116.63	\$1,811.91
		<hr/>
		\$2,684.75
	Cash Expenditures	\$45.61
		<hr/>
	Total	\$2,730.36

Police Commission Mtg
October 9, 2014

Members Present: Wendy Myers, Darryl Bargaen, Norm Kunkel, Sue Garloff and Doug Bristol

Call to Order: Norm Kunkel

1. September Minutes read: no additions or corrections
 - a. Motion to approve: Darryl Bargaen: Seconded: Sue Garloff
2. Budget Expenditures
 - a. Telephone bill: includes internet
 - Price has gone up/contract is up/need a new deal
3. Chiefs Report
 - a. Call out pay: overtime
 - b. Total calls 73: usually around 100 calls
4. New Business
 - a. RMS
 - Go live October 15th or 16th
 - All equipment in car except for tablets
 - Both vehicles are done
 - Daily activity log is obsolete with this system
 - Mileage software not available with this system
 - Keyboard mounted in car/ heavy duty plastic
 - Animal licensing available with this system
 - All forms are converted over
 - New feature: scan documents to attach to files
 - Not ready for E-ticket generation/transmission to court
 - b. Actual inspection of the Charger and it's setup

Adjournment of the meeting after inspection of the Charger

REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY
October 10, 2014
12:00 Noon

PRESENT: Dean Janzen, Mark Hanson, Steve Syverson, Brian Harder, Vern Peterson, Jerry Haberman and Clara Johnson and Brad Hanson, Advisors

ABSENT: None

STAFF PRESENT: Rob Anderson and Marva Ott

GUESTS: Lori Puente

1. Call to Order: Mark called the meeting to order.
2. Welcome new Advisor: The board welcomed Brad Hanson as the new advisor.
3. Consent Agenda. Motion made and seconded by Dean and Vern to approve the minutes, bills and financials as presented. Carried.
4. Our Hometown Café: Lori Puente told the board that she had received a couple of estimates for the roof and was waiting for a couple more. The first estimate she gave the board previously didn't include labor so it will be close to double the original estimate. Lori also gave Rob a list of equipment. She stated that several items on the list are not NSF approved or are not in working order. She would like permission to salvage the non-working items on the list. She would also need to replace the items that either don't work or are not approved. She stated that ½ of the equipment is totally shot and is asking for help under the small cities grant to replace that equipment. Lori stated that the State Inspector will be at the café next Tuesday.
Lori would also like permission to sell the POS System as she doesn't have a use for it. The board said they don't own it and she stated that the company who does own it doesn't want it back. The board told Lori to get something in writing from the company saying it's okay for her to sell it and that they don't want anything to do with it. Lori stated she would contact the company and get that in writing. Lori stated that she isn't asking the EDA for anything except to include the equipment and roof repair into the Small Cities Grant. Motion made and seconded to approve selling the non-working equipment with conditions listed above by Dean and Jerry. Carried. Lori will get a new list of equipment to Rob once she has replaced the items.
Roof Repair: The previous motion from last month to the roof repair was amended to include labor in the cost estimate also by Brian and seconded by Jerry. Carried.
The new SCG loan would be approximately \$25,000.00 for the roof and new equipment. Motion was made and seconded by Vern and Dean to approve a maximum amount of \$25,000.00 for the roof and equipment. Motion carried. Lori will work with Rob on getting this done.
5. Mt. Power Hydraulics project: Construction is wrapping up and they are beginning to move some equipment into the new building. Budget update is on track and we should

have approximately \$30,000.00 left in the construction account after it's completed. Date of completion is set for next week. Lorin told Rob that they will be closing the Watertown plant by the 1st of November. They are still looking for more workers.

6. General Discussion:

- a. Industrial Park Planning: Andy Kehren would like the EDA to decide where we want to concentrate on for this planning purposes. The board discussed the different locations and decided to table this till next month.
- b. Dilly and Barbara Rodney potential SCG loan request: The Rodney's are still wanting to put a restaurant in the old Pizza Ranch building and they will need several things. Rob told them to put a list together so we will wait to see what they come up with.
- c. Pop'd Kerns water issue: this issue is not completely resolved so they are still redoing the front of the building and trying to figure out where the water is coming in. Rob stated that he was just out there and they think they now have it figured out. All costs associated with this issue is being covered by the contractors insurance. Rob also stated that the flooring in the production area is all coming up due to a wrong installation. The contractor will be replacing it at his cost.
- d. Window replacement at Heritage Estates: Rob told the board that we set aside money in the 8-plex account for window replacement but we didn't do it for the 4-plex and we have some windows that are bad. He is asking the board if we should use the 8-plex funds set aside for the 4-plex or begin putting money aside in the 4-plex account for this. The board felt we should set up a new fund in the 4-plex account for this.
- e. Other: Mark talked about the possibility of Casey's going out to the Hwy 60 area in Jenny's Subd. Rob was directed to contact them and see if they are thinking about this and what we can do to help.
- f. MSC: footings are being poured on Monday so it's moving along.
- g. Lakeview lots discussion. No action.
- h. Next meeting will be November 14th.

7. Meeting adjourned.

**Regular Lake Commission Meeting
Monday, October 13, 2014**

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

Guest Present: Wendy Meyer

Chair Peterson called the meeting order at 6:30 p.m. M/S/P Bucklin/Schied to
approve the minutes of the Sept. 8th meeting.

Treasurer's Report:

Cash Balance as of Oct. 9, 2014 (\$77,472.47)

Bills:

Country Pride - Screws for sign by lake	\$.96
Country Pride - Bolts for can bin	7.29
Muske - Legal fees	46.00

M/S/P Bucklin/Funk to approve Treasurer's Report and pay bills.

Lake: Jim, Jay and the city employees took the harvester out of the lake. The oil was
changed and the stand was fixed. The harvester will be stored in Sid Ewert's shed.
The broken mount and possible leaks will be looked at in spring.

The fishing pier will be moved by the end of October.

Heather reported that lake depth is 8 feet and clarity is 3 feet.

Jim sent the application for the aeration permit on September 9th. The thin ice
warning ads will run the last two week in November. They have to run for two
consecutive weeks before turning on the aeration system.

Jim and Wendy will be sending in a reimbursement request for the Invasive Species
grant.

Dave has submitted a GBERBA Partners Grant application. If the grant is awarded,
some of the funds could possibly be used for a sediment pond by the Golf Course and
removal of sediment where the creek enters the lake.

Trail: The bike stencil on Golf Course Road will be painted when the bike path
within the City of Mountain Lake has been settled upon by the Mountain Lake
Foundation.

Wendy reported on the status of the Active Living Plan made possible by SHIP funding. The Regional Development Commission will be developing the plan for Mountain Lake.

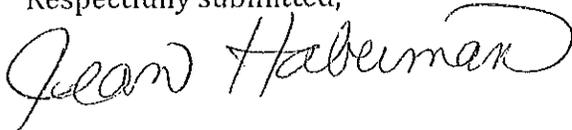
The north side of the trail needs to be mowed once more and some trees need to be trimmed. Dave said that the trail is 5.25 miles long. It would be good idea to mark that distance by the beginning mark, so people know the actual distance of the trail.

Beach The city employees cleaned out the beach area. More sand will be dumped in spring. The permit expires in 2019.

Other Business:

- Dave and Jay have been removing buckthorn. Dave said that the basswood trees that they planted are growing among the buckthorn in the area below the cemetery. Dave will be visiting the ag. classrooms to educate about invasive species.
- Jay mentioned that the aeration shed needs to be cleaned out. It was decided to wait until they put the thin ice signs out before cleaning the shed.
- Michael Watkins needs a project for his Eagle Scout preparation. Some ideas are: identification markers for trail, bench, metal sculpture, or wood duck nesting boxes.

Respectfully submitted,



Jean Haberman,
Secretary

EPSILON Pick List

Part Number	Qty	Description	Bin	OH Qty	Pack Qty	Price 1	Extended Price	Comments
526875	5	SKID/SHOE	5019	5	1	19.41	97.05	More Bin = NS
526876	5	SKID/ASY	5020	5	1	98.00	490.00	More Bin = 4072
526440	1	SPACER	2112	6	1	241.00	241.00	Sub for part 526440B
700158063	1	GEARBOX	SHOPE-11	1	1	2,325.00	2,325.00	
526975	2	SPRING	ED 165	2	1	2.54	5.08	
		WASHER-1						
526230	2	BEARING SHIELD	R33B	2	1	6.34	12.68	
526920	1	RING	2043		1	34.10	34.10	
529181	1	HEX SHAFT-1494	2108	6	1	25.10	25.10	
526969	1	DIVIDER	2130	1	1	56.30	56.30	Sub for part 526969B
527091	1	RIGHT HAND	3202	1	1	1,019.00	1,019.00	
		ROTOR						
526369	1	V-BELT	H 51	4	1	76.60	76.60	
Total Price						4,381.91	4,381.91	

City of Mountain Lake
2005 New Idea

4381.91
est \$1300 labor
5681.91 est cost to fix

New mower just like the one we have \$8000⁰⁰
less ours 1500⁰⁰
6500⁰⁰ total

1974- Chev Truck
Snowhauler

\$3000⁰⁰

23

STREET DEPT SWEEP BALANCE

Jan-2010	\$	67,739.39
January interets	\$	107.72
February Interest	\$	104.39
March Interest	\$	122.98
April Interest	\$	111.99
May Interest	\$	104.32
June Interest	\$	123.60
Deposit excess from		
2009 budget	\$	61,887.42
July Interest	\$	158.85
August Interest	\$	167.71
Sept Interest	\$	157.79
October Interest	\$	155.96
Nov Interest	\$	171.54
Dec Interest	\$	166.67
	\$	131,280.33

2011

January Interest	\$	172.55
February Interest	\$	151.33
March Interest	\$	164.84
April Interest	\$	157.13
May Interest	\$	173.60
June Interest	\$	157.97
Deposit excess from		
2010 budget	\$	9,853.19
July Interest	\$	163.16
August Interest	\$	188.26
Sept Interest	\$	132.28
October Interest	\$	139.34
November Interest	\$	134.97
December Interest	\$	129.83
	\$	142,998.78

2012

January Interest	\$	144.24
Feb Interest	\$	88.74
March Interest	\$	92.19
April Interst	\$	96.71
May Interest	\$	89.24
June interest	\$	60.64
July interest	\$	66.66
Deposit excess from		
2011 budget	\$	54,942.51

Withdrawal for		
purchase of sweeper	\$	(119,785.38)
August interest	\$	50.66

September interest	\$	31.79
October interest	\$	37.80
November interest	\$	34.38
December interest	\$	35.55
	\$	78,984.51

2013

January Interest	\$	16.14
February Interest	\$	16.97
March Interest	\$	17.58
April Interest	\$	19.40
May Interest	\$	18.80
June interest	\$	16.89
2012 excess over budget	\$	3,230.53
July interest	\$	20.49
Aug interest	\$	18.95
Sept interest	\$	19.37
Oct interest	\$	19.20
Nov interest	\$	18.76
Dec interest	\$	20.13
	\$	82,437.72

2014

January interest	\$	19.70
Feb interest	\$	17.63
March interest	\$	19.38
April interest	\$	18.99
May interest	\$	18.99
June interest	\$	19.52
2013 excess over budget	\$	89,976.62
July interest	\$	29.77
August interest	\$	38.39
Sept interest	\$	42.49
	\$	172,639.20

CITY OF MOUNTAIN LAKE
Street Dept Expense Worksheet

Act Code	Last Dim Descr	2014 YTD Budget	2014 YTD Amt	Balance	2015 Budget	UnderLine
FUND 101 GENERAL FUND						
Dept 43100 Hwys, Streets, & Roads						
101-43100-100	Wages and Salaries	\$73,513.44	\$57,417.44	\$16,096.00	\$75,385.44	_____
101-43100-102	Full-Time Employees Overti	\$4,000.00	\$2,776.39	\$1,223.61	\$4,000.00	_____
101-43100-121	PERA	\$5,329.72	\$4,369.16	\$960.56	\$5,653.91	_____
101-43100-122	FICA	\$5,623.78	\$3,910.52	\$1,713.26	\$5,767.00	_____
101-43100-130	Employer Paid HSA	\$7,200.00	\$7,200.00	\$0.00	\$5,940.00	_____
101-43100-131	Employer Paid Health	\$23,115.36	\$19,273.30	\$3,842.06	\$23,115.36	_____
101-43100-134	Employer Paid Life	\$41.00	\$36.00	\$5.00	\$41.00	_____
101-43100-141	Admin Fees-HSA	\$45.58	\$34.20	\$11.38	\$45.58	_____
101-43100-151	Worker s Comp Ins Prem	\$5,000.00	\$4,483.37	\$516.63	\$5,000.00	_____
101-43100-200	Office Supplies	\$250.00	\$192.91	\$57.09	\$250.00	_____
101-43100-212	Motor Fuels	\$12,000.00	\$13,587.04	-\$1,587.04	\$14,000.00	_____
101-43100-215	Shop Supplies	\$750.00	\$2,562.25	-\$1,812.25	\$750.00	_____
101-43100-226	Sign Repair Materials	\$500.00	\$451.90	\$48.10	\$500.00	_____
101-43100-303	Engineering Fees	\$250.00	\$0.00	\$250.00	\$250.00	_____
101-43100-308	Training & Instruction	\$2,430.00	\$1,505.80	\$924.20	\$2,430.00	_____
101-43100-321	Telephone	\$650.00	\$569.46	\$80.54	\$650.00	_____
101-43100-323	Radio-monthly service cont	\$324.00	\$0.00	\$324.00	\$324.00	_____
101-43100-361	General Liability Ins	\$250.00	\$0.00	\$250.00	\$250.00	_____
101-43100-362	Property Ins	\$3,000.00	\$2,739.00	\$261.00	\$3,000.00	_____
101-43100-363	Automotive Ins	\$4,800.00	\$4,578.75	\$221.25	\$4,800.00	_____
101-43100-380	Elec,Water,Sewer	\$2,000.00	\$1,958.89	\$41.11	\$2,000.00	_____
101-43100-383	Gas Utilities	\$5,500.00	\$4,146.33	\$1,353.67	\$5,500.00	_____
101-43100-384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-43100-401	Repairs/Maint Buildings	\$1,000.00	\$1,468.66	-\$468.66	\$1,000.00	_____
101-43100-404	Repairs/Maint Machinery/E	\$13,000.00	\$12,156.38	\$843.62	\$13,000.00	_____
101-43100-410	Rentals/Lease	\$500.00	\$0.00	\$500.00	\$500.00	_____
101-43100-430	Miscellaneous	\$1,000.00	\$1,167.53	-\$167.53	\$1,000.00	_____
101-43100-433	Dues and Subscriptions	\$75.00	\$30.00	\$45.00	\$75.00	_____
101-43100-510	Land	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-43100-520	Buildings and Structures	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-43100-530	Improvements Other Than	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-43100-540	Heavy Machinery	\$25,000.00	\$0.00	\$25,000.00	\$25,000.00	_____
101-43100-550	Motor Vehicles	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00	_____
101-43100-560	Furniture and Fixtures	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-43100-580	Other Equipment	\$6,500.00	\$827.87	\$5,672.13	\$6,500.00	_____
Dept 43100 Hwys, Streets, & Roads		\$223,647.88	\$147,443.15	\$76,204.73	\$226,727.29	_____
FUND 101 GENERAL FUND		\$223,647.88	\$147,443.15	\$76,204.73	\$226,727.29	_____
		\$223,647.88	\$147,443.15	\$76,204.73	\$226,727.29	_____

As of 10-15-14
\$93,144.95
left in all street
related budgets
(28)

CITY OF MOUNTAIN LAKE
Cemetery Expense Worksheet

Act Code	Last Dim Descr	2014 YTD Budget	2014 YTD Amt	Balance	2015 Budget	UnderLine
FUND 101 GENERAL FUND						
Dept 46200 Cemetary						
101-46200-100	Wages and Salaries	\$23,793.12	\$18,635.60	\$5,157.52	\$24,417.12	_____
101-46200-102	Full-Time Employees Overti	\$2,000.00	\$925.96	\$1,074.04	\$2,000.00	_____
101-46200-104	Temporary Employees Reg	\$2,500.00	\$2,972.25	-\$472.25	\$2,500.00	_____
101-46200-121	PERA	\$1,725.00	\$1,418.19	\$306.81	\$1,831.19	_____
101-46200-122	FICA	\$1,820.17	\$1,516.79	\$303.38	\$1,868.03	_____
101-46200-130	Employer Paid HSA	\$2,400.00	\$2,400.00	\$0.00	\$1,980.00	_____
101-46200-131	Employer Paid Health	\$7,705.20	\$6,424.52	\$1,280.68	\$7,705.20	_____
101-46200-134	Employer Paid Life	\$15.00	\$12.00	\$3.00	\$15.00	_____
101-46200-141	Admin Fees-HSA	\$15.19	\$11.34	\$3.85	\$15.19	_____
101-46200-151	Worker s Comp Ins Prem	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-210	Operating Supplies	\$500.00	\$5.39	\$494.61	\$500.00	_____
101-46200-212	Motor Fuels	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-220	Repair/Maint Supply	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-308	Training & Instruction	\$810.00	\$471.94	\$338.06	\$810.00	_____
101-46200-362	Property Ins	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-402	Repairs/Maint- Ground	\$750.00	\$1,082.29	-\$332.29	\$750.00	_____
101-46200-430	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-510	Land	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-520	Buildings and Structures	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-540	Heavy Machinery	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-46200-550	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	_____
Dept 46200 Cemetary		\$44,033.68	\$35,876.27	\$8,157.41	\$44,391.73	_____
FUND 101 GENERAL FUND		\$44,033.68	\$35,876.27	\$8,157.41	\$44,391.73	_____
		\$44,033.68	\$35,876.27	\$8,157.41	\$44,391.73	_____

(29)

CITY OF MOUNTAIN LAKE
Campground Expense

Act Code	Last Dim Descr	2014 YTD Budget	2014 YTD Amt	Balance	2014 % of Budget	2015 Budget	UnderLine
FUND 101 GENERAL FUND							
Dept 45183 Camping Areas							
101-45183-104	Temporary Employees Reg	\$2,500.00	\$2,972.25	-\$472.25	118.89%	\$2,500.00	_____
101-45183-122	FICA	\$191.00	\$227.39	-\$36.39	119.05%	\$382.50	_____
101-45183-210	Operating Supplies	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
101-45183-360	Insurance (GL &PROP)	\$850.00	\$863.00	-\$13.00	101.53%	\$875.00	_____
101-45183-380	Elec,Water,Sewer	\$1,500.00	\$1,355.09	\$144.91	90.34%	\$1,500.00	_____
101-45183-384	Refuse/Garbage Disposal	\$960.00	\$879.99	\$80.01	91.67%	\$960.00	_____
101-45183-401	Repairs/Maint Buildings	\$0.00	\$268.95	-\$268.95	0.00%	\$500.00	_____
101-45183-402	Repairs/Maint- Ground	\$400.00	\$419.84	-\$19.84	104.96%	\$400.00	_____
101-45183-404	Repairs/Maint Machinery/E	\$100.00	\$279.70	-\$179.70	279.70%	\$100.00	_____
101-45183-430	Miscellaneous	\$500.00	\$280.28	\$219.72	56.06%	\$500.00	_____
101-45183-433	Dues and Subscriptions	\$300.00	\$473.68	-\$173.68	157.89%	\$475.00	_____
101-45183-520	Buildings and Structures	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
101-45183-530	Improvements Other Than	\$2,699.00	\$0.00	\$2,699.00	0.00%	\$2,000.00	_____
Dept 45183 Camping Areas		\$10,000.00	\$8,020.17	\$1,979.83	80.20%	\$10,192.50	_____
FUND 101 GENERAL FUND		\$10,000.00	\$8,020.17	\$1,979.83	80.20%	\$10,192.50	_____
		\$10,000.00	\$8,020.17	\$1,979.83	80.20%	\$10,192.50	_____

CITY OF MOUNTAIN LAKE
ST LITE, STORM SEWER, SIDEWALK, PAVED ST

Act Code	Last Dim Descr	2014 YTD Budget	2014 YTD Amt	Balance	2015 Budget
Fund 101 GENERAL FUND					
Dept 43121 Paved Streets					
101-43121-224	Street Maint Materials	\$20,000.00	\$19,504.43	\$495.57	\$20,000.00
101-43121-225	Seal Coat/Crack Filling	\$30,000.00	\$32,890.39	-\$2,890.39	\$30,000.00
101-43121-403	Improvements Other Than Bldgs	\$0.00	\$0.00	\$0.00	\$0.00
101-43121-500	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Dept 43121 Paved Streets		\$50,000.00	\$52,394.82	-\$2,394.82	\$50,000.00
Dept 43124 Sidewalks and Crosswalk					
101-43124-216	Chemicals and Chem Products	\$1,000.00	-\$642.04	\$1,642.04	\$1,500.00
101-43124-530	Improvements Other Than Bldgs	\$0.00	\$0.00	\$0.00	\$0.00
Dept 43124 Sidewalks and Crosswalk		\$1,000.00	-\$642.04	\$1,642.04	\$1,500.00
Dept 43150 Storm Sewer					
101-43150-220	Repair/Maint Supply	\$1,500.00	\$163.44	\$1,336.56	\$1,500.00
101-43150-390	Ditch/Road Assessments	\$4,000.00	\$3,037.04	\$962.96	\$3,500.00
101-43150-500	Capital Outlay	\$1,000.00	\$2,800.00	-\$1,800.00	\$1,000.00
Dept 43150 Storm Sewer		\$6,500.00	\$6,000.48	\$499.52	\$6,000.00
Dept 43160 Street Lighting					
101-43160-381	Electric Utilities	\$38,000.00	\$21,394.21	\$16,605.79	\$38,000.00
101-43160-530	Improvements Other Than Bldgs	\$0.00	\$0.00	\$0.00	\$0.00
Dept 43160 Street Lighting		\$38,000.00	\$21,394.21	\$16,605.79	\$38,000.00
Fund 101 GENERAL FUND		\$95,500.00	\$79,147.47	\$16,352.53	\$95,500.00
		\$95,500.00	\$79,147.47	\$16,352.53	\$95,500.00

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CITY OF MOUNTAIN LAKE

Parks Expense Worksheet

Act Code	Last Dim Descr	2014 YTD Budget	2014 YTD Amt	Balance	2015 Budget	UnderLine
FUND 101 GENERAL FUND						
Dept 45200 Parks (GENERAL)						
101-45200-100	Wages and Salaries	\$23,437.44	\$18,372.00	\$5,065.44	\$24,061.44	_____
101-45200-102	Full-Time Employees Overti	\$2,000.00	\$938.08	\$1,061.92	\$2,000.00	_____
101-45200-104	Temporary Employees Reg	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-45200-121	PERA	\$1,699.21	\$1,399.92	\$299.29	\$1,804.37	_____
101-45200-122	FICA	\$1,815.91	\$1,283.19	\$532.72	\$1,840.70	_____
101-45200-130	Employer Paid HSA	\$2,400.00	\$2,400.00	\$0.00	\$1,980.00	_____
101-45200-131	Employer Paid Health	\$7,705.20	\$6,424.50	\$1,280.70	\$7,705.20	_____
101-45200-134	Employer Paid Life	\$14.00	\$12.00	\$2.00	\$14.00	_____
101-45200-141	Admin Fees-HSA	\$15.19	\$11.43	\$3.76	\$15.19	_____
101-45200-151	Worker s Comp Ins Prem	\$1,500.00	\$1,397.53	\$102.47	\$1,500.00	_____
101-45200-210	Operating Supplies	\$500.00	\$441.28	\$58.72	\$500.00	_____
101-45200-212	Motor Fuels	\$3,500.00	\$3,407.24	\$92.76	\$3,500.00	_____
101-45200-308	Training & Instruction	\$810.00	\$496.94	\$313.06	\$810.00	_____
101-45200-361	General Liability Ins	\$500.00	\$0.00	\$500.00	\$500.00	_____
101-45200-362	Property Ins	\$3,200.00	\$3,639.00	-\$439.00	\$3,200.00	_____
101-45200-363	Automotive Ins	\$400.00	\$355.00	\$45.00	\$400.00	_____
101-45200-380	Elec,Water,Sewer	\$2,000.00	\$2,186.71	-\$186.71	\$2,000.00	_____
101-45200-384	Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	_____
101-45200-401	Repairs/Maint Buildings	\$500.00	\$940.44	-\$440.44	\$500.00	_____
101-45200-402	Repairs/Maint- Ground	\$700.00	\$4,997.66	-\$4,297.66	\$700.00	_____
101-45200-404	Repairs/Maint Machinery/E	\$1,500.00	\$2,098.79	-\$598.79	\$1,500.00	_____
101-45200-430	Miscellaneous	\$1,000.00	\$804.79	\$195.21	\$1,000.00	_____
101-45200-433	Dues and Subscriptions	\$25.00	\$15.00	\$10.00	\$25.00	_____
101-45200-500	Capital Outlay	\$2,000.00	\$15,150.00	-\$13,150.00	\$2,000.00	_____
101-45200-550	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	_____
Dept 45200 Parks (GENERAL)		\$57,221.95	\$66,771.50	-\$9,549.55	\$57,555.90	_____
FUND 101 GENERAL FUND		\$57,221.95	\$66,771.50	-\$9,549.55	\$57,555.90	_____
		\$57,221.95	\$66,771.50	-\$9,549.55	\$57,555.90	_____

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**CITY OF MOUNTAIN LAKE
CAMPGROUND REVENUE**

Account Descr	2014 YTD Budget	October 2014 Amt	2014 YTD Amt	Balance	2015 Budget
FUND 101 GENERAL FUND					
DEPT 45183 Camping Areas					
R 101-45183-34960 Camping Fees	\$10,000.00	\$0.00	\$6,796.91	\$3,203.09	\$10,000.00
R 101-45183-36200 Miscellaneous Re	\$0.00	\$0.00	\$5.00	-\$5.00	\$0.00
R 101-45183-36230 Donations & Con	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEPT 45183 Camping Areas	\$10,000.00	\$0.00	\$6,801.91	\$3,198.09	\$10,000.00
FUND 101 GENERAL FUND	\$10,000.00	\$0.00	\$6,801.91	\$3,198.09	\$10,000.00
	\$10,000.00	\$0.00	\$6,801.91	\$3,198.09	\$10,000.00

CITY OF MOUNTAIN LAKE
Cemetery Revenue Budget Worksheet

Account Descr	2014 YTD Budget	2014 YTD Amt	Balance	2015 Budget	UnderLine
FUND 101 GENERAL FUND					
DEPT 46200 Cemetary					
R 101-46200-34400 Grave Open & Cl	\$15,000.00	\$11,600.00	\$3,400.00	\$15,000.00	_____
R 101-46200-34401 Sale of Grave Lot	\$6,000.00	\$4,800.00	\$1,200.00	\$6,000.00	_____
R 101-46200-36200 Miscellaneous Re	\$0.00	\$450.00	-\$450.00	\$0.00	_____
R 101-46200-39103 Sale of Lands/Eq	\$0.00	\$0.00	\$0.00	\$0.00	_____
DEPT 46200 Cemetary	\$21,000.00	\$16,850.00	\$4,150.00	\$21,000.00	
FUND 101 GENERAL FUND	\$21,000.00	\$16,850.00	\$4,150.00	\$21,000.00	
	\$21,000.00	\$16,850.00	\$4,150.00	\$21,000.00	

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CITY OF MOUNTAIN LAKE
Street Dept Revenue Budget Worksheet

Account Descr	2014 YTD Budget	2014 YTD Amt	Balance	2015 Budget	UnderLine
FUND 101 GENERAL FUND					
DEPT 43100 Hwys, Streets, & Roads					
R 101-43100-33400 State Grants and	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 101-43100-33610 County Grants/Ai	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 101-43100-34000 Charges for Servi	\$7,500.00	\$7,914.17	-\$414.17	\$7,500.00	_____
R 101-43100-36200 Miscellaneous Re	\$0.00	\$1,530.00	-\$1,530.00	\$0.00	_____
R 101-43100-36210 Interest Earnings	\$0.00	\$199.42	-\$199.42	\$0.00	_____
R 101-43100-39103 Sale of Lands/Eq	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 101-43100-39203 Transfer from Ot	\$0.00	\$0.00	\$0.00	\$0.00	_____
DEPT 43100 Hwys, Streets, & Roa	\$7,500.00	\$9,643.59	-\$2,143.59	\$7,500.00	
FUND 101 GENERAL FUND	\$7,500.00	\$9,643.59	-\$2,143.59	\$7,500.00	
	\$7,500.00	\$9,643.59	-\$2,143.59	\$7,500.00	

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AGREEMENT

THIS AGREEMENT made and entered into by the County of Cottonwood, Minnesota, hereinafter referred to as the “**County**” and the City of Mt.Lake, Minnesota, hereinafter referred to the “**City**”.

WHEREAS, Pursuant to Minnesota Statutes of 2002, Section 162.17, Subdivision 3, the parties desire to enter into an agreement relating to the routine maintenance certain County State Aid Roadways as listed below, upon the terms and conditions hereinafter set forth.

NOW THEREFORE, The parties do agree as follows:

SECTION I

The City will, during the term of the agreement, do the routine winter maintenance on those portions County State Aid Highways listed as follows:

<u>CSAH Number</u>	<u>Termini</u>	<u>Centerline Miles</u>
27	On 3 rd Avenue from west Jct. TH 60 to Jct. TH 30	2.19
29	On 10 th Street From CSAH 27 to Mt. Lake outlet Bridge	0.81
	Total	3.00

SECTION II

The routine maintenance to be performed by the City shall consist of the following:

- A. Keep the aforesaid portions of County State Aid Highways reasonably free and clear from ice and snow and undertake proper sanding/salting and hauling of snow when necessary. It shall be the City’s responsibility to maintain the fluid traffic lanes to their full width during the winter months within a reasonable period of time following each storm. The County will assist with the sanding/salting at the two intersections with State Highway 60.
- B. Furnish all labor, materials and other items necessary for the performance of the work provided for in this agreement.

SECTION III

The routine maintenance to be performed by the County shall consist of the following:

- A. Maintain said County roads so as to keep them smooth and in good repair for the passage of traffic.
- B. Do all extraordinary maintenance (such as seal coats, overlays, crack sealing) construction or reconstruction.
- C. Maintain all traffic signs, striping, and other marking according to the Minnesota Manual on Uniform Traffic Control Devices.

SECTION IV

A. Compensation

The County will pay the City for snow and ice control operations as specified in Section I and II of this agreement, the amount of One Thousand Two Hundred Dollars (1,200.00) per center line mile.

On this basis the County will reimburse the City for 3.00 miles of roadway the total Amount of \$3600.00 for the year 2014-2015.

B. Terms of Payment

The City shall submit an invoice by November 1st to Cottonwood County Highway Department for the services provided in November and December 2014. The city shall submit another invoice by January 1st to the Cottonwood County Highway Department For services provided in January, February, and March of 2015. Payment will be made within thirty (30) days after receipt of the invoice.

This agreement shall terminate on the 31st day March, 2015, provided, however, the parties may extend this agreement on a year basis, or modify the maintenance cost. However, a new agreement shall be executed by the parties if major terms of the agreement are to be changed.

IN TESTIMONY WHEREOF, The City and the County have caused these presents to be executed by their respected officers.

City of Mountain Lake Snow Removal Policy

1. Introduction

The City of Mountain Lake believes that it is in the best interest of the residents for the City to assume basic responsibility for control of snow and ice on the city streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use city employees, equipment and/or private contractors to provide this service.

2. Public Notification

- a. Beginning Oct. 1 of each year residents shall be notified of City Ordinances 11.06, 11.03 Subd. 10 and this policy regarding snow emergencies, street parking during a snow emergency, and the ticketing and towing of vehicles left on city streets during a snow emergency.
- b. Notices will be placed in the October utility bill, on the city's website, on the public access cable channel, in the Mt. Lake official city newspaper, on the local media outlets, and by other suitable means as determined by city staff.
- c. During the month of November the police department will place notices on cars left on city streets between the hours of midnight and 6 am. as time and workload permits.

3. Procedures

- a. The Street Department Superintendent will call a snow emergency when the following conditions are present on city streets: snow, freezing rain, sleet, ice or snow drifts, or other natural phenomenon which create or are likely to create hazardous road conditions.
- b. In most cases a snow emergency will begin at 12:01 a.m. Unless there are reasons to the contrary, a snow emergency will be declared at least three hours prior to the beginning of the snow emergency.
- c. The Street Department Superintendent will notify the police department and local media immediately following the declaration of a snow emergency.
- d. By ordinance the snow emergency parking ban will begin at 12:01 a.m. and continue to 3 p.m. Ticketing and towing will begin after 12:01 a.m.

4. Method of snow removal

Snow will be plowed in a manner so as to minimize any traffic obstructions. Snow will be plowed from inside out except where it is windrowed and these areas are specified in item #5. In times of extreme snowfall, streets will not always immediately be able to be completely cleared of snow.

5. Snow Removal and Schedule

- a. Remove snow from emergency vehicle garage doorways at the Fire/Ambulance Hall and City Hall.
- b. Start windrowing on 10th Street from 1st Avenue to 4th Avenue

- c. Plow the entire length of 10th Street
- d. Next windrow 3rd Avenue from 8th Street to 12th Street
- e. Plow 3rd Avenue (CR 27) from east Hwy 60 entrance to west Hwy 60 entrance
- f. Next windrow 11th Street from 4th Avenue to 2nd Avenue
- g. Next windrow 2nd Avenue from 10th Street to 12th Street
- h. Clean around the schools and 4th Avenue, then 5th Avenue, 6th Avenue, 7th Avenue, Prince Street, 9th Avenue, 10th Avenue, Midway Road
- i. Next area is South of railroad tracks, which includes Boxelder Street, Mountain Lake Road, etc.
- j. Meanwhile the snowplow truck is doing the north-south roads starting with 15th Street continuing west until they reach Golf Course Road.
- k. Then alleys and parking lots are done.

The Street Department Superintendent will determine when snow will be removed by truck from the area. Such snow removal will occur in areas where there is no room on the boulevard for snow storage and in areas where accumulated piles of snow create a hazardous condition. Snow removal operations will not commence until other operations have been completed. Snow removal operations may be delayed depending on weather conditions and personnel availability. The snow will be removed and hauled to a snow storage area. The snow storage area will be located as to minimize environmental problems.

The City has classified city streets based on the importance and the welfare of the community. These are streets of the city that provide access for emergency fire, police and medical services.

The second priority streets are those streets providing access to schools and commercial businesses. The third priority streets are low volume residential streets. The fourth priority areas are alleys and city parking lots. Once the snow is hauled away we will start to sand the streets and clean sidewalks and alleys.

6. Work Schedule for Snow Plow Operators

Snowplow operators will be expected to work eight-hour shifts. In severe snow emergencies, operators sometimes may have to work in excess of eight-hour shifts. However, because of budget and safety concerns, no operators shall work more than a twelve (12) hour shift in any twenty four (24) hour period. Operators will take a fifteen (15) minute break every two (2) hours and with a half hour meal break after four (4) hours. After a twelve (12) hour day, the operators will be replaced if additional qualified personnel are available.

7. Weather Conditions

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of city employees and equipment. Factors that may delay snow and ice control operations include, severe cold, significant winds and limited visibility.

8. Use of Salt Sand and Other Chemicals

The City will use sand, salt and other chemicals when there are hazardous ice or slippery conditions. The City is concerned about the effect of such chemicals on the environment and will limit its use for that reason.

9. Sidewalks

The City will maintain the following sidewalks: City hall, street department sidewalks, community center, fire hall, library, city park, light plant, former water treatment plant and finally the water tower. As there are a limited number of personnel available the city will only maintain these sidewalks after the streets have been plowed.

10. Parking Lots, Entrances, and Driveways

Responsibility for private parking lots, entrances to lots and driveways shall rest with the individual property owners. This includes the clearing of additional snow that may accumulate once the city plows have gone by.

City snow plowing crews will be responsible for plowing the City Hall parking lot and the downtown municipal lot. All other parking lots plowed by the city will be billed at an hourly rate.

11. Placement of Snow on Public Property or Obstructing Views

In accordance with the provisions of the City code and state law it is unlawful for any person to place snow or ice upon public property, including public streets. Furthermore, cleared snow shall be piled and accumulated in a manner, which does not block visibility of drivers on public streets and alleys or cause other hazardous conditions. The Street Department Superintendent shall have the authority to notify property owners who violate this section, and shall require them to remedy the situation.

12. Property Damage

The City recognizes that on occasion private property is damaged during snow and ice control operations. Where this happens it shall be the policy of the City to handle damages in the following manner:

1. Mailboxes. Where mailboxes are placed adjacent to the street, it shall be the policy of the City that snow shall be plowed as close as practicable to the curb to allow for passage of traffic and mail delivery. It shall be the responsibility of the property owner to keep piled snow away from mailboxes so mail can be delivered.

Where damage to mailboxes occurs, the Street Department Superintendent shall investigate such damage. Where evidence indicates that physical contact occurred between the plow and the mailbox the City would assume responsibility for repair.

2. Boulevard Sod. It shall be the policy of the City to repair any damage to sod where curbs are in place by:
 - a. Street maintenance will repair the damage by re-laying the turned up pieces or placing black dirt and grass seed
 - b. The property owner may elect to do the repair using commercial sod. The City will reimburse the property owner the cost of the sod (no labor costs will be reimbursed). Reimbursement must be approved by the City Administrator prior to the commencement of the corrective work or purchasing of the sod. The property owner shall supply an estimate of the

cost of the sod. After approval by the City administrator the property owner must present an invoice to the Administrator before payment will be made.

3. Curbs. Concrete curbs will not be replaced unless the curb back is broken.
4. Driveway Ramps. The City will not repair damage caused to driveway ramps of fillets where mountable curb is in place, unless authorized by either the City Administrator or the Street Department Superintendent.

13. Parking Restrictions During Winter Months

Parking in the downtown commercial district shall be prohibited between the hours of 2:00 A.M. and 6:00 A.M. between the dates of November 15 and April 15.

14. Automatic Parking Ban After Snowfall

No person shall park or leave standing any vehicle upon any street in the City of Mountain Lake between midnight and 3 p.m. after the declaration of a snow emergency.

Any motor vehicle parked in violation of this section is deemed to be a nuisance that interferes with snow removal from public rights-of-way. Any Police Officer may remove any such vehicle by means of towing or other means in order to facilitate proper snow removal.

15. Annual Review of Snow Removal Policy and Procedures

The City Council shall annually review and adopt by resolution the City's Snow Removal Policy and Operational Guidelines at it's first regular meeting in October.

Wendy Meyer

From: Drew Hage <drewh@swrdc.org>
Sent: Wednesday, November 12, 2014 9:51 AM
To: Wendy Meyer (city@mountainlake.govoffice.com)
Subject: City of Mountain Lake - Active Living Plan
Attachments: Active Living Plan Outline_Mountain Lake.docx; Active Living Introduction.pdf

I will give you a call at 3:15pm today to discuss the planning process for the Mountain Lake Active Living Plan.

Sorry, it took me longer than anticipated to get everything ready to start working on the Mountain Lake Active Living Plan. Attached is the Active Living Plan Outline and Wikimapping handout we will use for outreach. The first step is to organize a planning team for project. It would be great to have 6-8 on the planning team. This is not a big time commitment. The planning teams biggest responsibility is outreach. Community input is critical to the development of the plan. There will only be 3 meetings, so we will be relying on Wikimapping as one source of community input. Refer to the link below for the Wikimapping webpage for the Mountain Lake Active Living Plan.

Planning Team

- 1 or 2 councilmembers (city representation)
- 3 – 4 community members
- Wendy Meyer (City Administrator)
- Jacqueline Knips (Parks and Trails Director – Jackson / Cottonwood County)
- Diana Madsen (SHIP Coordinator)

<http://wikimapping.com/wikimap/Mountain-Lake-Active-Living-Plan.html>

Thank you,

Drew Hage, MPP | Development Planner | SW Regional Development Commission
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Mountain Lake Active Living Plan

Goal: *To enable Mountain Lake to become a more walkable community through strategic pedestrian improvements outlined in the Mountain Lake Active Living Plan.*

Objective: *Identify destinations, gaps, areas of concern, and prioritize projects for addressing pedestrian infrastructure in the City of Mountain Lake.*

Chapter 1 – Introduction: What is Active Living

Chapter 2 – Planning Process: Public Engagement

Chapter 3 – Existing Conditions

- Destinations
- Gaps
- Areas of concern

Chapter 4 – Vision, Goals, and Strategies

Chapter 5 – Implementation

- Ranking of projects

Plan Development

Meetings #1

- What is Active Living
- Vision
- Discuss WikiMapping (community input process)

Meeting #2

- Review community input (destinations, existing routes, barriers, safety issues)
- Identify potential projects

Meeting #3

- Ranking of projects

Health in all policies / Active Living

Active Living is a way of life that integrates physical activity into daily routines. Active Living is about fostering an environment that makes it safe and convenient for children and adults to walk, bike and be physically active on a daily basis. Creating a healthy community depends on the physical design of the community, along with a number of other variables.

Design/ Land Use/ Transportation

A smart design can make it more convenient to walk and bike in the community, which can create a positive health impact along with a positive environmental impact. The overall goal is to create an environment that offers opportunities to integrate physical activity into daily life.

Policy

The purpose of incorporating Active Living into land use planning and transportation planning is to create a holistic approach to community design. Transportation policy affects health. Land use policy affects health. Where public facilities are located affects health. Health in all policies is a new approach to planning. When you think about how planning decisions affect walkability and community connectivity, it is essential to include have health advocates at the table creating policy and making planning decisions. The health impact of a project could be a deciding factor in whether a project should go ahead as is or be modified or suspended.

Complete Streets

A Complete Street is any street that you feel safe walking or bicycling on. In a rural community a Complete Street could be a street that is wide enough, so a pedestrian can safety walk along the shoulder. Vehicle traffic is not excessive and traffic speeds are reasonable. A Complete Street may also have a sidewalk or path separate from the street for pedestrians to walk or bicycle on.

Mountain Lake Active Living Plan

Gathering meaningful public input for bicycle and pedestrian projects



Features:

Anonymously provide feedback regarding:

- Drop-off and Pick-up
- Walking and Biking to School
- Busing
- Traffic / Congestion
- Teenage Driving Issues
- Barriers to Walking and Biking
- Routes
- Destinations
- Problem Intersections

Go to the link below to provide input

<http://wikimapping.com/wikimap/Mountain-Lake-Active-Living-Plan.html>

Add Point

Select point type and then place on map.

- Barrier to walking and biking
- Bus Stop
- Need bike parking
- Place I Go
- Problem Intersection
- School
- Traffic/Congestion

Add Route

Select category and draw route. Double click to finish drawing the route.

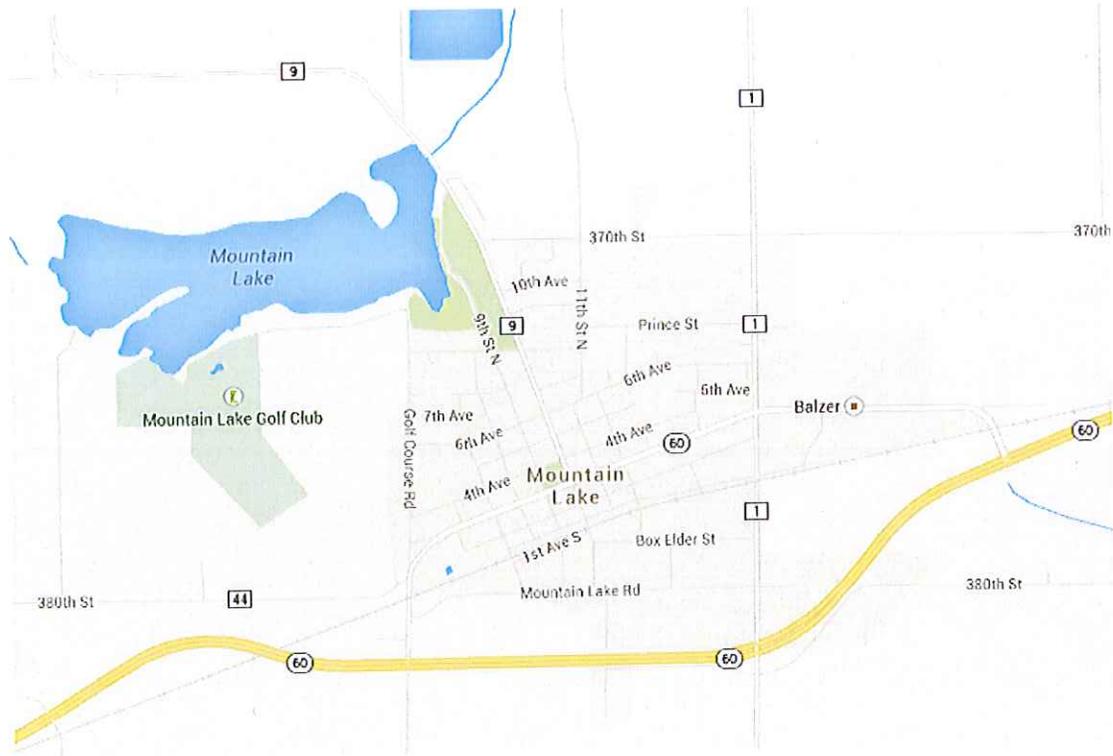
- High Stress, Speed, Traffic
- Recreational Route
- Route I'd like to use
- Route to After School Activity
- Route to/from School
- Shortcut I Use, not trail/road

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Active Living is a way of life that integrates physical activity into your daily routine. This can start with making small trips. An example is walking between stores instead of driving from one end of Main Street to the other.

Goal: To enable the City of Mountain Lake to become a more walkable community through strategic pedestrian improvements outlined in the Mountain Lake Active Living Plan.

Objective: Identify destinations, gaps, areas of concern, and prioritize projects for addressing pedestrian infrastructure in the City of Mountain Lake.

Plan Development

Meetings #1

- What is Active Living
- Vision
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Meeting #2

- Review community input (destinations, existing routes, barriers, safety issues)
- Identify potential projects

Meeting #3

- Ranking of projects



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Volunteer Fire Relief Association Investment Report Card

The Office of the State Auditor is providing the attached "Investment Report Card" as an educational tool for your relief association. The report card provides one-year and multi-year rates of return calculated for your relief association, as well as a custom benchmark rate of return. The custom benchmark rate of return can be used to measure your relief association's actual investment performance for 2013 against market returns. This cover document provides information to help your relief association understand its individualized report card. It does not contain investment or legal advice and should not be relied upon in lieu of investment or legal advice.

Rates of Return

The one-year rate of return is the return calculated based on your relief association's Special Fund investments for calendar year 2013. The three-year, five-year, ten-year, and fifteen-year rates of return are also provided, which show the average annual returns for the respective periods.

Custom Benchmark: The custom benchmark rate of return shows what your relief association could have earned had it invested its assets passively for the entire year. A passive investment strategy is more commonly called indexing. Indexing is an investment management approach that seeks to replicate the rates of return of a particular benchmark or index. The management style is considered passive because portfolio managers do not make decisions about which securities to buy and sell. Instead, managers simply copy the index by purchasing the same securities included in a particular stock or bond market index. Index funds are widely available for stocks and bonds (e.g., Russell 3000, Barclays Capital Aggregate). For cash, a relief association could invest in a money market fund or shop for the highest returning certificate of deposit.

The benchmark return is calculated for your relief association by multiplying your association's asset class proportions by the rate of return earned on a common benchmark index for each asset class. If your relief association changed investment strategies during the year, the calculated benchmark return does not reflect the changes.

Benchmark Calculation Example:

January 1, 2013 Asset Allocation	Benchmark	Return	(a) x (b)
(a)		(b)	(c)
Domestic Stock	Russell 3000	33.55%	14.20%
International Stock	MSCI ACWI ex. U.S.	15.29%	1.44%
Bonds	Barclays Capital Aggregate	-2.02%	-0.51%
Cash	90-Day U.S. T-Bill	0.05%	0.01%
Other	Russell 3000	33.55%	0.53%
Benchmark Return		Sum (c) =	15.67%

Asset Allocation

The beginning of year and end of year asset allocations show the percentage of your relief association's portfolio that was invested in various asset classes. By diversifying an asset base, the goal is to create a favorable risk/reward ratio for the portfolio. When returns for one asset class decline, the expectation is that returns for another asset class will increase, offsetting the loss. The "other" asset class includes all investments besides cash, stocks, and bonds, including small allocations to this class within mutual funds.

Benchmark Information

Rates of return are provided for each index used to calculate your relief association's custom benchmark rate of return. Rates of return for the Voluntary Statewide Lump-Sum Volunteer Firefighter Retirement Plan and State Board of Investment accounts are also provided for reference purposes.

2013 Index Returns: The benchmark indices used to calculate your relief association's custom benchmark rate of return are provided in the Benchmark Information section of the attached report card, along with the rate of return for each respective index.

- **Russell 3000 Index** – A performance measure of the overall U.S. stock market. This index includes the 3000 largest publicly traded U.S. companies.
- **MSCI ACWI ex. U.S. Index** – A performance measure of international stocks, including developed markets and emerging markets. This index does not include the U.S. stock market's performance.
- **Barclays Capital Aggregate U.S. Index** – A performance measure of the U.S. investment grade bond market, including corporate and government bonds.
- **90-Day U.S. T-Bill** – A performance measure of short term cash investments.

2013 State Board of Investment Returns: Relief associations are authorized to invest assets in the State Board of Investment (SBI) Supplemental Investment Fund. There are six investment accounts, or investment options, within the Supplemental Investment Fund that are available for relief association investment. It is not the intent of the SBI to advise relief associations regarding their choice among accounts. Relief associations may wish to consult an investment advisor for guidance. The SBI Returns section of the attached report card provides the rates of return for the six SBI accounts. The SBI rates of return serve as a good benchmark for your relief association, showing returns that were available during 2013. The six accounts are listed below.

- **Bond Market Account** – Bonds
- **Common Stock Account** – Domestic Stock (Passively Managed)
- **Growth Share Account** – Domestic Stock (Actively Managed)
- **Income Share Account** – Balanced
- **International Share Account** – International Stock
- **Money Market Account** – Cash



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Investment Report Card

Mountain Lake Fire Relief Association
For the Year Ended December 31, 2013

Rates of Return

One-Year	0.42%
Three-Year	1.35%
Five-Year	1.63%
Ten-Year	2.38%
Fifteen-Year	3.10%
Custom Benchmark (One-Year)	0.05%

Asset Allocations

	Domestic Stock	International Stock	Bonds	Cash	Other
As of 01/01/13	0.00%	0.00%	0.00%	100.00%	0.00%
As of 12/31/13	0.00%	0.00%	0.00%	100.00%	0.00%

Benchmark Information

2013 Index Returns	Voluntary Statewide Plan
Russell 3000 (Domestic Stock)	13.01%
MSCI ACWI ex. U.S. (International Stock)	-1.34%
Barclays Capital Aggregate (Bonds)	33.55%
90-Day U.S. Treasury Bill (Cash)	35.92%
Russell 3000 (Other)	19.71%
	17.78%
	0.18%

This Investment Report Card is provided for informational purposes and should not be construed as containing investment or legal advice, and its contents are subject to revision.