

Regular Council Meeting
Mountain Lake City Hall
Tuesday, January 16, 2018
5:45 p.m.

AGENDA

1. Meeting Called to Order
 - * Further information on agenda item is attached
2. 5:45 p.m. Tour of Food Shelf, Mt. Lake Community Center, 1027 Second Avenue
3. 6:30 p.m. City Hall Approval of Agenda and Consent Agenda
 - a. Bills: Check #'s 20716 – 20797, 522E-524E *(1-9)
 - b. Approval of Payroll Checks #'s 63638 - 63668
 - c. Approval of January 2 Council Minutes*(10-11)
 - d. December 7, 2017 EDA Minutes*(12-14)
 - e. October 9, 2017 Tree Commission Minutes*(15-16)
 - f. December 20, 2017 Library Board Minutes, December Library Report and December Expenditures*(17-19)
 - g. December 27, 2017 Utility Commission Minutes*(20-21)
 - h. December 19, 2017 Police Commission Minutes*(22)
 - i. Appoint Shelby Medina to Tree Commission and Planning and Zoning Commission
 - j. Adopt Resolution #2-18, Accepting Harder Gift of \$9,000 on behalf of Tree Commission*(23)
4. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern with the Council.
5. Boy Scouts – Request to waive Community Center rental fee for Annual Pancake Breakfast
6. Street Department – Rick Oeltjenbruns, Superintendent
 - a. Work List*(23A)
 - b. Campground North Entry*(24)
 - c. Street Shop Light Replacement*(25-32)
7. Library Project Update
8. Approval of Progress Billing #3 and #4 – Sub-Station Project*(33-38)
9. Hwy. 60 Upgrade Discussion*(39-41) and additional packet
10. Reports
 - a. From the City Attorney
 - b. From Mt. Lake Public School Board Representative
11. Administrator
 - a. Set Next ‘Coffee With The Council’ Date, Time, Location
 - b. Local Board of Appeal and Equalization (LBAE) training*(42-43)
 - c. PIN 22.610.0803 Special Assessments*(44-46)
12. Adjourn

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*January 16, 2018
mtg*

*20716-20724 - 2017
20725-20770 - 2018
20771-20797 - 2017
522E-524E*

Closing 2017

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10100 United Prairie

Paid Chk# 020716	12/31/2017	MCKINSTRY			
E 485-43160-434	Project Expense		\$6,000.00	20024699	ADDITIONAL FOR STREET LIGHTS
	Total	MCKINSTRY	\$6,000.00		

Paid Chk# 020717	12/31/2017	MILLER SELLNER EQUIPMENT			
E 101-43100-404	Repairs/Maint Machinery/Equip		\$4,838.59	18441B	REPAIR #11-ST DEPT
	Total	MILLER SELLNER EQUIPMENT	\$4,838.59		

Paid Chk# 020718	12/31/2017	MUNICIPAL UTILITIES			
E 101-41400-200	Office Supplies		\$49.02		CITY-POSTAGE-10/30/2017 TO 12/29/2017
E 101-42100-200	Office Supplies		\$0.46		PD-POSTAGE-10/30/2017 TO 12/29/2017
E 205-46500-200	Office Supplies		\$41.55		EDA-POSTAGE-10/30/2017 TO 12/29/2017
	Total	MUNICIPAL UTILITIES	\$91.03		

Paid Chk# 020719	12/31/2017	NICKEL CONSTRUCTION			
E 101-43121-225	Seal Coat/Crack Filling		\$898.60	18236	WORK AT PLUNGE POOL-SEAL COAT ISSUE
	Total	NICKEL CONSTRUCTION	\$898.60		

Paid Chk# 020720	12/31/2017	ST JAMES ELECTRIC			
E 211-45500-220	Repair/Maint Supply		\$92.82		REPAIR BALLAST AT LIBRARY
	Total	ST JAMES ELECTRIC	\$92.82		

Paid Chk# 020721	12/31/2017	STREICHERS			
E 101-42100-205	Uniforms		\$206.00	11293506	POLICE UNIFORMS
	Total	STREICHERS	\$206.00		

Paid Chk# 020722	12/31/2017	THIRD AVENUE AUTO PARTS			
E 101-43100-404	Repairs/Maint Machinery/Equip		(\$21.24)		2% EARLY PAY CREDIT
E 101-43100-404	Repairs/Maint Machinery/Equip		\$48.00	S164348	AIR FILTER-SWEEPER
E 101-45200-404	Repairs/Maint Machinery/Equip		\$5.90	S164458	OIL FILTER-MOWER 3
E 101-43100-404	Repairs/Maint Machinery/Equip		\$12.20	S164477	OIL FILTER-#13
E 101-43100-404	Repairs/Maint Machinery/Equip		\$15.80	S164535	OIL FILTER-#9
E 101-45200-404	Repairs/Maint Machinery/Equip		\$6.94	S164538	OIL-MOWERS
E 101-43100-404	Repairs/Maint Machinery/Equip		\$26.05	S164539	OIL FILTERS-#15 & #16-ST DEPT
E 101-43100-404	Repairs/Maint Machinery/Equip		\$5.85	S164581	OIL FILTER #12-ST DEPT
E 101-43100-404	Repairs/Maint Machinery/Equip		\$28.47	S164655	PRIMER-#12
E 101-43100-404	Repairs/Maint Machinery/Equip		\$14.46	S164742	OIL #20
E 101-45200-404	Repairs/Maint Machinery/Equip		\$14.46	S164742	OIL #4
E 101-43100-404	Repairs/Maint Machinery/Equip		\$4.72	S164829	MINIATURE LAMP
E 101-43100-404	Repairs/Maint Machinery/Equip		\$14.30	S164851,S164	OIL FILTER-#20
E 101-43100-404	Repairs/Maint Machinery/Equip		\$34.49	S165003	FUEL FILTERS-#9
E 101-43100-215	Shop Supplies		\$11.58	S165018	SOAP STONE REFILL & HOLDER
	Total	THIRD AVENUE AUTO PARTS	\$221.98		

Paid Chk# 020723	12/31/2017	UNIQUE			
E 101-43121-224	Street Maint Materials		\$223.47	31609	COLD MIX-ST DEPT
E 101-43121-224	Street Maint Materials		\$213.91	31684	COLD MIX-ST DEPT
	Total	UNIQUE	\$437.38		

Paid Chk# 020724	12/31/2017	YOVANNA SANCHEZ			
R 101-45186-36221	Rent		\$125.00		REFUND COMM CTR RENT-PLANS CHANGED
	Total	YOVANNA SANCHEZ	\$125.00		

Paid Chk# 020771	1/12/2018	ADVANCED SYSTEMS INC			
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			Check Amt	Invoice	Comment
E 101-41400-200	Office Supplies		\$124.44	589395	CITY-COPIES ON COPY MACHINE-10-12-17 TO 1-11-18
E 205-46500-200	Office Supplies		\$13.07	589395	EDA-COPIES ON COPY MACHINE 10-12-17 TO 1-11-18
Total ADVANCED SYSTEMS INC			\$137.51		
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Paid Chk# 020772 1/12/2018 ALPHA WIRELESS COMMUNICATIONS					
E 231-42154-404	Repairs/Maint Machinery/Equip		\$182.00	204387	REPAIR AMB RADIO #203
otal ALPHA WIRELESS COMMUNICATIONS			\$182.00		
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Paid Chk# 020773 1/12/2018 ALPHA WIRELESS COMMUNICATIONS					
E 231-42154-404	Repairs/Maint Machinery/Equip		\$1,776.70	204452	INSTALL RADIO IN NEW AMBULANCE
otal ALPHA WIRELESS COMMUNICATIONS			\$1,776.70		
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Paid Chk# 020774 1/12/2018 AMERIPRIDE					
E 101-43100-215	Shop Supplies		\$39.12	2800836663	TOWELS FOR ST DEPT
E 101-41400-401	Repairs/Maint Buildings		\$49.53	2800836663	MATS FOR CITY HALL
Total AMERIPRIDE			\$88.65		
<hr/>					
Paid Chk# 020775 1/12/2018 CARDMEMBER SERVICE					
E 101-00000-430	Miscellaneous		\$19.98		MONTHLY COMPUTER CRASH PLAN
Total CARDMEMBER SERVICE			\$19.98		
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Paid Chk# 020776 1/12/2018 CASEYS-CREDIT CARD DEPARTMENT					
E 101-43100-212	Motor Fuels		\$147.31		ST DEPT GAS
E 101-00000-430	Miscellaneous		\$34.69		UT GAS (BILLED THEM)
otal CASEYS-CREDIT CARD DEPARTMENT			\$182.00		
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Paid Chk# 020777 1/12/2018 COUNTRY PRIDE SERVICES					
E 101-45186-220	Repair/Maint Supply		\$28.45	143050	SOFTNER SALT FOR COMM CTR
Total COUNTRY PRIDE SERVICES			\$28.45		
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Paid Chk# 020778 1/12/2018 COUNTRY PRIDE SERVICES					
E 231-42154-212	Motor Fuels		\$276.69		AMBULANCE DIESEL
E 101-42100-212	Motor Fuels		\$579.17		PD GAS
E 101-43100-212	Motor Fuels		\$536.91		ST DEPT GAS
E 101-45200-212	Motor Fuels		\$94.00	12/18/17	PARKS-#4 GAS
E 221-42200-212	Motor Fuels		\$103.63	12/26/17	FD GAS
E 101-43100-215	Shop Supplies		\$76.89	187346,18759	ST DEPT-WASH HEAD NOZZLE,SPACKLING,DRILL BITS
E 607-46330-401	Repairs/Maint Buildings		\$50.00	187443	LABOR HOTZLER APT
E 205-46500-430	Miscellaneous		\$9.55	187680	EDA-NO TRESPASS SIGN FOR WATKINS PROPERTY
E 101-45200-404	Repairs/Maint Machinery/Equip		\$21.36	187803	PARKS-DRILL STOP SET
E 608-46330-401	Repairs/Maint Buildings		\$242.40	187804,18777	IGNITOR-OTT,BULBS,DOOR STOP & BATTERY
E 101-45200-404	Repairs/Maint Machinery/Equip		\$4.26	187816	PARKS-MAGNETIC BIT HOLDER
E 101-45200-404	Repairs/Maint Machinery/Equip		\$323.07	187867,18791	FOR PARKS BATHROOMS
E 211-45500-220	Repair/Maint Supply		\$44.82	188059,18783	CLEANING SUPPLIES,HALOGEN LAMP
E 221-42200-430	Miscellaneous		\$25.40	188356	FD-KEY FOR FIREHALL
E 221-42200-404	Repairs/Maint Machinery/Equip		\$30.97	188438	FD-FOR RESCUE TRUCK
E 101-45171-210	Operating Supplies		\$139.30	188448	ICE RINK-PVC FOR SKATING ASSISTANT FORMS
Total COUNTRY PRIDE SERVICES			\$2,558.42		
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Paid Chk# 020779 1/12/2018 MIDWAY FARM EQUIPMENT					
E 101-46200-220	Repair/Maint Supply		\$31.22	IM29515	PARTS FOR GRAVE WARMER
Total MIDWAY FARM EQUIPMENT			\$31.22		
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Paid Chk# 020780 1/12/2018 OVERHEAD DOOR COMPANY					
E 101-43100-401	Repairs/Maint Buildings		\$1,012.02	50881	REPAIR DOOR AT ST DEPT

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		Check Amt	Invoice	Comment
Total OVERHEAD DOOR COMPANY		\$1,012.02		
Paid Chk# 020781	1/12/2018	PETERSON DRUG & GIFTS		
E 231-42154-210	Operating Supplies	\$307.76	12/4/17	GLUCAGON-AMB
E 231-42154-404	Repairs/Maint Machinery/Equip	\$9.26	12/5/17	SHIP AMB RADIO TO MANKATO
Total PETERSON DRUG & GIFTS		\$317.02		
Paid Chk# 020782	1/12/2018	PRAXAIR		
E 231-42154-210	Operating Supplies	\$125.21	80432570	OXYGEN FOR AMB
E 231-42154-210	Operating Supplies	\$115.97	80491030	OXYGEN FOR AMB
Total PRAXAIR		\$241.18		
Paid Chk# 020783	1/12/2018	RUNNINGS		
E 221-42200-404	Repairs/Maint Machinery/Equip	\$648.95	12/23/17	TOOLS FOR FIRE DEPT
Total RUNNINGS		\$648.95		
Paid Chk# 020784	1/12/2018	ST JAMES ELECTRIC		
E 101-45186-401	Repairs/Maint Buildings	\$167.64		CHANGE BALLAST AT COMM CTR
Total ST JAMES ELECTRIC		\$167.64		
Paid Chk# 020785	1/12/2018	ZIEGLER INC.		
E 101-43100-404	Repairs/Maint Machinery/Equip	\$731.67	PC630095443	CUTTING EDGES-ST DEPT
Total ZIEGLER INC.		\$731.67		
Paid Chk# 020787	1/12/2018	BOLTON & MENK INC.		
E 485-46300-434	Project Expense	\$3,915.00	0212247	COMMERICAL PARK ENGINEERING
Total BOLTON & MENK INC.		\$3,915.00		
Paid Chk# 020788	1/12/2018	BRIGGS AND MORGAN		
E 450-46300-434	Project Expense	\$1,000.00		TIF 1-8 -DOWNTOWN (ROSS) RESOLUTION MODIFICATION
Total BRIGGS AND MORGAN		\$1,000.00		
Paid Chk# 020789	1/12/2018	CARCHIOUS RODNEY		
E 607-46330-401	Repairs/Maint Buildings	\$25.00		DECEMBER APARTMENT MAINTENANCE
E 608-46330-401	Repairs/Maint Buildings	\$25.00		DECEMBER APARTMENT MAINTENANCE
E 609-46330-401	Repairs/Maint Buildings	\$25.00		DECEMBER APARTMENT MAINTENANCE
Total CARCHIOUS RODNEY		\$75.00		
Paid Chk# 020790	1/12/2018	DANIEL MELHEIM		
E 609-46330-402	Repairs/Maint- Ground	\$350.00		SNOW REMOVAL
E 608-46330-402	Repairs/Maint- Ground	\$693.00		SNOW REMOVAL
E 607-46330-402	Repairs/Maint- Ground	\$357.00		SNOW REMOVAL
Total DANIEL MELHEIM		\$1,400.00		
Paid Chk# 020791	1/12/2018	HALLS HANDY HEATING & COOLING		
E 608-46330-401	Repairs/Maint Buildings	\$2,412.00		NEW FURNACE-1625 5TH AVE
E 609-46330-401	Repairs/Maint Buildings	\$2,466.90		NEW FURNACE-1024 ESTATE DRIVE
E 608-46330-401	Repairs/Maint Buildings	\$2,680.00	1359	NEW FURNACE-ANNETTE DICK
E 608-46330-401	Repairs/Maint Buildings	\$125.00	1370	FROZEN FURNACE EXHAUST-LOHRENZ
Total HALLS HANDY HEATING & COOLING		\$7,683.90		
Paid Chk# 020792	1/12/2018	HANSON PLUMBING		
E 608-46330-401	Repairs/Maint Buildings	\$90.00	4869	RADON TEST-ANNETTE DICK
Total HANSON PLUMBING		\$90.00		
Paid Chk# 020793	1/12/2018	HOLT S CLEANING SERVICE INC.		

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		Check Amt	Invoice	Comment
E 608-46330-401	Repairs/Maint Buildings	\$850.83	3045	POWER WASH APARTMENTS
E 607-46330-401	Repairs/Maint Buildings	\$438.31	3045	POWER WASH APARTMENTS
Total HOLT S CLEANING SERVICE INC.		\$1,289.14		
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Paid Chk# 020794	1/12/2018	JOSEPH MARCY		
E 607-46330-401	Repairs/Maint Buildings	\$455.00		LABOR & GARAGE DOOR-GLENNIE SCHROEDER
Total JOSEPH MARCY		\$455.00		
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Paid Chk# 020795	1/12/2018	KDOM RADIO		
E 205-46500-343	Busnes Recrut/Comm Dev	\$153.00	17110385	SMALL BUSINESS SATURDAY AD
Total KDOM RADIO		\$153.00		
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Paid Chk# 020796	1/12/2018	ROBERT ANDERSON		
E 205-46500-331	Travel Expenses	\$159.43		MILEAGE TO MEETINGS
Total ROBERT ANDERSON		\$159.43		
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Paid Chk# 020797	1/12/2018	SMITH APPLIANCE		
E 607-46330-401	Repairs/Maint Buildings	\$103.51	1182	REFRIGERATO REPAIR-OELTJENBRUNS
E 608-46330-401	Repairs/Maint Buildings	\$60.00	1253	REFRIGERATOR REPAIR-1621 KRINGLE
Total SMITH APPLIANCE		\$163.51		
10100 United Prairie		\$37,418.79		

Fund Summary

<u>10100 United Prairie</u>	
101 GENERAL FUND	\$10,938.06
205 ECONOMIC DEVELOPMENT AUTHORITY	\$376.60
211 LIBRARY FUND	\$137.64
221 FIRE DEPT FUND	\$808.95
231 AMBULANCE FUND	\$2,793.59
450 DOWNTOWN-ROSS PROJECT	\$1,000.00
485 ML COMM PARK-INFRASTRUCTURE	\$9,915.00
607 EDA----4 PLEX FUND	\$1,428.82
608 EDA----8 PLEX FUND	\$7,178.23
609 EDA-- MASON MANOR	\$2,841.90
	\$37,418.79

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January 2018

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10100 United Prairie

		Check Amt	Invoice	Comment
Paid Chk# 020725 1/2/2018 THE DEN LLC				
G 230-10672	THE DEN LLC-LOAN (LAKER GRILL)	\$33,200.00		NEW LOAN FOR LAKER GRILL
Total THE DEN LLC		\$33,200.00		
Paid Chk# 020726 1/4/2018 AFLAC				
G 101-21713	AFLAC	\$249.64		
Total AFLAC		\$249.64		
Paid Chk# 020727 1/4/2018 BCBS/HSA				
G 101-21714	HSA	\$923.85		
Total BCBS/HSA		\$923.85		
Paid Chk# 020728 1/4/2018 COMMISSIONER OF REVENUE				
G 101-21702	State Withholding	\$864.94		
Total COMMISSIONER OF REVENUE		\$864.94		
Paid Chk# 020729 1/4/2018 GISLASON & HUNTER				
G 101-21712	Garnishments	\$382.54		
Total GISLASON & HUNTER		\$382.54		
Paid Chk# 020730 1/4/2018 INTERNAL REVENUE SERVICE				
G 101-21703	FICA Tax Withholding	\$2,480.18		
G 101-21701	Federal Withholding	\$2,001.38		
Total INTERNAL REVENUE SERVICE		\$4,481.56		
Paid Chk# 020731 1/4/2018 LAW ENFORCEMENT LABOR SERV				
G 101-21711	PD UNION DUES	\$147.00		
Total LAW ENFORCEMENT LABOR SERV		\$147.00		
Paid Chk# 020732 1/4/2018 PERA				
G 101-21704	PERA	\$4,710.90		
Total PERA		\$4,710.90		
Paid Chk# 020733 1/4/2018 VALIC				
G 101-21705	VALIC	\$388.00		
Total VALIC		\$388.00		
Paid Chk# 020734 1/8/2018 COMMISSIONER OF REVENUE				
G 101-21702	State Withholding	\$51.80		
Total COMMISSIONER OF REVENUE		\$51.80		
Paid Chk# 020735 1/8/2018 INTERNAL REVENUE SERVICE				
G 101-21703	FICA Tax Withholding	\$746.04		
G 101-21701	Federal Withholding	\$96.80		
Total INTERNAL REVENUE SERVICE		\$842.84		
Paid Chk# 020738 1/11/2018 ALEX AIR APPARATUS INC.				
E 221-42200-580	Other Equipment	\$15,340.00	34966	7 SETS OF TURNOUT GEAR-FIRE DEPT
Total ALEX AIR APPARATUS INC.		\$15,340.00		
Paid Chk# 020739 1/11/2018 ALPHA WIRELESS COMMUNICATIONS				
E 101-42100-323	Radio/Pager maintenance	\$175.12	693543	2 BATTERIES FOR PD
Total ALPHA WIRELESS COMMUNICATIONS		\$175.12		
Paid Chk# 020740 1/11/2018 CHAMBER OF COMMERCE				
R 101-00000-36200	Miscellaneous Revenues	\$500.00		CHRISTMAS AT THE VILLAGE-ODELL GRANT

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January 2018

			Check Amt	Invoice	Comment
Total CHAMBER OF COMMERCE			\$500.00		
Paid Chk#	020741	1/11/2018	CHAMBER OF COMMERCE		
	R 101-00000-36200	Miscellaneous Revenues	\$5,000.00		CHRISTMAS LIGHTING-ODELL GRANT
Total CHAMBER OF COMMERCE			\$5,000.00		
Paid Chk#	020742	1/11/2018	COTTONWOOD COUNTY AUD/TREAS		
	E 101-43150-390	Ditch/Road Assessments	\$8,958.62		2018 DITCH 21 ASSESSMENT
Total COTTONWOOD COUNTY AUD/TREAS			\$8,958.62		
Paid Chk#	020743	1/11/2018	COTTONWOOD COUNTY SHERIFF		
	E 101-42100-305	Dispatching Fees	\$1,451.25		PD-2018 DISPATCH FEES
	E 231-42154-305	Dispatching Fees	\$310.50		AMB-2018 DISPATCH FEES
	E 221-42200-305	Dispatching Fees	\$15.75		FD-2018 DISPATCH FEES
Total COTTONWOOD COUNTY SHERIFF			\$1,777.50		
Paid Chk#	020744	1/11/2018	DEMCO, INC		
	E 211-45500-200	Office Supplies	\$278.99		LIBRARY OFFICE SUPPLIES
Total DEMCO, INC			\$278.99		
Paid Chk#	020745	1/11/2018	DUERKSEN ELECTRIC INC.		
	E 101-45171-401	Repairs/Maint Buildings	\$109.00	3195	INSPECTION-SKATING RINK HOUSE
Total DUERKSEN ELECTRIC INC.			\$109.00		
Paid Chk#	020746	1/11/2018	EDAM		
	E 205-46500-433	Dues and Subscriptions	\$295.00		2018 EDA MEMBERSHIP
Total EDAM			\$295.00		
Paid Chk#	020747	1/11/2018	EMILY BENTSON		
	E 231-42154-308	Training & Instruction	\$1,475.24		MILEAGE & TEST FEES-EMT
Total EMILY BENTSON			\$1,475.24		
Paid Chk#	020748	1/11/2018	FREE PRESS		
	E 211-45500-591	Periodicals	\$287.88		LIBRARY-1 YEAR PERIODICALS
Total FREE PRESS			\$287.88		
Paid Chk#	020749	1/11/2018	INGRAM		
	E 211-45500-592	A.V. Materials	\$16.49		LIBRARY AV
	E 211-45500-590	Capital Outlay Books	\$507.03		LIBRARY BOOKS
Total INGRAM			\$523.52		
Paid Chk#	020750	1/11/2018	JANZEN FABRICATION		
	E 101-43100-430	Miscellaneous	\$34.63	1980	MATERIAL FOR FLAG HOLDERS
Total JANZEN FABRICATION			\$34.63		
Paid Chk#	020751	1/11/2018	KDOM RADIO		
	E 101-00000-430	Miscellaneous	\$30.09	17120231	MONTHLY ADV
Total KDOM RADIO			\$30.09		
Paid Chk#	020752	1/11/2018	MARY LOU LUNA		
	E 231-42154-308	Training & Instruction	\$1,475.03		MILEAGE & TEST FEES-EMT
Total MARY LOU LUNA			\$1,475.03		
Paid Chk#	020753	1/11/2018	MINN CHIEFS OF POLICE		
	E 101-42100-433	Dues and Subscriptions	\$181.00	7306	2018 PD MEMBERSHIP
Total MINN CHIEFS OF POLICE			\$181.00		

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January 2018

			Check Amt	Invoice	Comment
Paid Chk#	020754	1/11/2018			MN DNR LICENSE CENTER
E	507-46103-430	Miscellaneous	\$29.00		LAKE COMM-99 ALUMCRAFT BOAT LICENSE
	Total	MN DNR LICENSE CENTER	\$29.00		
Paid Chk#	020755	1/11/2018			MOUNTAIN LAKE TOWNSHIP
E	485-46300-434	Project Expense	\$500.00		2018 COMPENSATION-COMMERCIAL PARK AREA
	Total	MOUNTAIN LAKE TOWNSHIP	\$500.00		
Paid Chk#	020756	1/11/2018			MUNICIPAL UTILITIES
E	101-00000-430	Miscellaneous	\$1,237.50		1ST QUARTER SAFETY TRAINING-GEN
E	101-43100-308	Training & Instruction	\$742.50		ST DEPT-1ST QUARTER SAFETY TRAINING
E	101-45200-308	Training & Instruction	\$247.50		PARKS-1ST QUARTER SAFETY TRAINING
E	101-46200-308	Training & Instruction	\$247.50		CEMETERY-1ST QUARTER SAFETY TRAINING
	Total	MUNICIPAL UTILITIES	\$2,475.00		
Paid Chk#	020757	1/11/2018			NORTHLAND TRUST SERVICES
E	608-46330-602	Other Long-Term Oblig Princ al	\$20,000.00		8-PLEX PRINCIPAL
E	608-46330-610	Interest	\$4,363.75		8-PLEX INTEREST
E	607-46330-602	Other Long-Term Oblig Princ al	\$15,000.00		4-PLEX PRINCIPAL
E	607-46330-610	Interest	\$1,473.75		4PLEX PRINCIPAL
	Total	NORTHLAND TRUST SERVICES	\$40,837.50		
Paid Chk#	020758	1/11/2018			NORTHLAND TRUST SERVICES
E	341-47000-602	Other Long-Term Oblig Princ al	\$125,000.00		MT POWER PAYMENT
E	341-47000-611	Bond Interest	\$34,183.75		MT POWER PAYMENT
	Total	NORTHLAND TRUST SERVICES	\$159,183.75		
Paid Chk#	020759	1/11/2018			NORTHLAND TRUST SERVICES
E	342-47000-601	Bond Prinicpal	\$25,000.00		THE LODGE PAYMENT
E	342-47000-610	Interest	\$16,573.75		THE LODGE PAYMENT
	Total	NORTHLAND TRUST SERVICES	\$41,573.75		
Paid Chk#	020760	1/11/2018			NORTHLAND TRUST SERVICES
E	361-47000-602	Other Long-Term Oblig Princ al	\$17,000.00		PANKRATZ LANDBOND PAYMENT
E	361-47000-611	Bond Interest	\$6,268.00		PANKRATZ LANDBOND PAYMENT
	Total	NORTHLAND TRUST SERVICES	\$23,268.00		
Paid Chk#	020761	1/11/2018			NORTHLAND TRUST SERVICES
E	303-47000-602	Other Long-Term Oblig Princ al	\$80,000.00		POPD KERNS BOND PAYMENT
E	303-47000-611	Bond Interest	\$24,926.25		POPD KERNS BOND PAYMENT
	Total	NORTHLAND TRUST SERVICES	\$104,926.25		
Paid Chk#	020762	1/11/2018			NORTHLAND TRUST SERVICES
E	307-47000-602	Other Long-Term Oblig Princ al	\$50,000.00		LAKEVIEW ESTATES-PRINC
E	307-47000-611	Bond Interest	\$1,395.00		LAKEVIEW ESTATES-INTEREST
E	332-47000-607	Principal	\$2,469.60		JENNYS SUB-PRINC
E	332-47000-617	Interest	\$74.20		JENNYS SUB-INTEREST
	Total	NORTHLAND TRUST SERVICES	\$53,938.80		
Paid Chk#	020763	1/11/2018			NORTHLAND TRUST SERVICES
E	308-47000-602	Other Long-Term Oblig Princ al	\$93,150.00		MT LAKE ROAD-PRINC
E	308-47000-611	Bond Interest	\$6,326.43		MT LAKE ROAD-INTEREST
	Total	NORTHLAND TRUST SERVICES	\$99,476.43		
Paid Chk#	020764	1/11/2018			PEST PRO
E	101-41400-401	Repairs/Maint Buildings	\$339.48		2018 SERVICE AT CITY HALL

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***Check Detail Register©**

January 2018

		Check Amt	Invoice	Comment
Total PEST PRO		\$339.48		
Paid Chk#	020765	1/11/2018	SCHROEDER CARPENTRY	
E 101-45171-401	Repairs/Maint Buildings	\$205.85	132	INSTALL 2 MORE SHELVES IN SKATING RINK HOUSE
Total SCHROEDER CARPENTRY		\$205.85		
Paid Chk#	020766	1/11/2018	STAR TRIBUNE	
E 211-45500-591	Periodicals	\$430.04		LIBRARY PERIODICALS
Total STAR TRIBUNE		\$430.04		
Paid Chk#	020767	1/11/2018	SW/WC SERVICE COOPERATIVES	
E 101-42100-131	Employer Paid Health	\$3,541.96		FEBRUARY HLTH INS-POLICE DEPT
E 101-41400-131	Employer Paid Health	\$2,723.40		FEB HEALTH INS-OFFICE
E 101-43100-131	Employer Paid Health	\$2,451.06		FEB HEALTH INS-ST DEPT
E 101-45200-131	Employer Paid Health	\$817.02		FEBRUARY HEALTH INSURANCE-PARKS DEPT
E 211-45500-131	Employer Paid Health	\$1,361.70		FEB HEALTH INSURANCE-LIBRARY
E 101-46200-131	Employer Paid Health	\$817.02		FEBRUARY HEALTH INSURANCE LIBRARY
E 205-46500-131	Employer Paid Health	\$1,361.70		FEB HEALTH INSURANCE-EDA
E 101-42100-135	Employer Paid Other	\$481.50		FEB HEALTH INSURANCE-BRIAN LUNZ
Total SW/WC SERVICE COOPERATIVES		\$13,555.36		
Paid Chk#	020768	1/11/2018	TIM JANZEN	
E 231-42154-308	Training & Instruction	\$54.41	1/6/18	AMBULANCE REFRESHER
Total TIM JANZEN		\$54.41		
Paid Chk#	020769	1/11/2018	UNITED HEALTHCARE INS CO	
E 231-42154-430	Miscellaneous	\$129.99		REFUND-PATIENT SHARON JOHNSON
Total UNITED HEALTHCARE INS CO		\$129.99		
Paid Chk#	020770	1/11/2018	WDR #54	
E 101-45200-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #4
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #9
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #11
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #12
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #14
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #15
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #16
E 101-43100-404	Repairs/Maint Machinery/Equip	\$16.00		TABS #20
Total WDR #54		\$128.00		
10100 United Prairie		\$623,736.30		

8

***Check Detail Register©**

January 2018

Check Amt Invoice Comment

Fund Summary

10100 United Prairie	
101 GENERAL FUND	\$43,463.07
205 ECONOMIC DEVELOPMENT AUTHORITY	\$1,656.70
211 LIBRARY FUND	\$2,882.13
221 FIRE DEPT FUND	\$15,355.75
230 REVOLVING LOAN FUND	\$33,200.00
231 AMBULANCE FUND	\$3,445.17
303 TIF #1-5 POPD KERNS	\$104,926.25
307 LAKEVIEW ESTATES-2007-2015A	\$51,395.00
308 2011 BOND REFUND-06 ST PROJ	\$99,476.43
332 2002 STREET IMPROV	\$2,543.80
341 T.I.F.# 1-6 MT POWER	\$159,183.75
342 T.I.F. #1-4 GOOD SAM	\$41,573.75
361 PANKRATZ LAND-DEBT SERV	\$23,268.00
485 ML COMM PARK-INFRASTRUCTURE	\$500.00
507 LAKE COMMISSION FUND	\$29.00
607 EDA----4 PLEX FUND	\$16,473.75
608 EDA----8 PLEX FUND	\$24,363.75
	<u>\$623,736.30</u>

Paid Chk# 000522E 1/2/2018 SELECT ACCOUNT

E 101-41400-130	Employer Paid HSA	\$3,300.00	OFFICE-1ST HALF CITY HSA
E 205-46500-130	Employer Paid HSA	\$1,650.00	EDA-1ST HALF CITY HSA
E 211-45500-130	Employer Paid HSA	\$1,650.00	LIB-1ST HALF CITY HSA
E 101-42100-130	Employer Paid HSA	\$4,300.00	PD-1ST HALF CITY HSA
E 101-43100-130	Employer Paid HSA	\$2,970.00	ST-1ST HALF CITY HSA
E 101-45200-130	Employer Paid HSA	\$990.00	PARKS-1ST HALF CITY HSA
E 101-46200-130	Employer Paid HSA	\$990.00	CEMETERY-1ST HALF CITY HSA
	Total SELECT ACCOUNT	<u>\$15,850.00</u>	

Paid Chk# 000523E 12/29/2017 UNITED PRAIRIE BANK

E 101-41400-301	Auditing and Acct g Services	\$27.50	DECEMBER ACH FILE FEE
	Total UNITED PRAIRIE BANK	<u>\$27.50</u>	

Paid Chk# 000524E 1/8/2018 UNITED PRAIRIE BANK

G 609-22800	Notes Payable - Current	\$462.77	MASON MANOR-PRINC PAYMENT
E 609-46330-610	Interest	\$827.76	MASON MANOR-INTEREST PAYMENT
	Total UNITED PRAIRIE BANK	<u>\$1,290.53</u>	

9

DRAFT
Regular Council Meeting
Mountain Lake City Hall
Tuesday, January 2, 2018
6:30 p.m.

Members Present: Dana Kass, Mike Nelson, Andrew Ysker

Members Absent: Darla Kruser David Savage

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

Others Present: Hearthfelt Home Health Care: Phinsaykeo Souriyathay, Monty Vetsouvanh, Tony Vetsouvanh, Khamprasith Sananvongsay, Raj Solomon; Doug Regehr

Call to Order

The meeting was called to order by Mayor Nelson at 6:30 p.m. Motion by Kass, seconded by Ysker, to adopt the agenda and the consent agenda as presented. Motion carried.

Bills: Check #'s 20671 - 20715, 518E-521E

Payroll Checks #'s 63601 - 63637

December 19 Council Minutes

December 14 Utility Commission Minutes

November Library Report, Expenditures and November 8 Library Board Minutes

Hire Taylor Nesmoie, Water/Wastewater Worker as of 1/4/18

Public

Representatives of Hearthfelt Home Health Care discussed their services and plans to expand into the Mt. Lake area with the council. Heartfelt recently opened an office at 227 Tenth Street North.

2018 Designations and Appointments

The list was reviewed. Motion by Kass, seconded by Ysker, to approve the list as presented. Motion carried.

Review and Adopt Investment Policy

The policy was briefly reviewed; there are no changes from 2017. Motion by Ysker, seconded by Kass, to adopt the investment policy. Motion carried.

Ordinance #1-18, Establishing Rates, Fees, and Administrative Fines

The ordinance was reviewed and changes from 2017 were noted. Motion by Kass, seconded by Ysker, to adopt the ordinance. Motion carried.

Resolution #1-18 Minimum General Fund Balance and Assignment of General Funds

The resolution was reviewed. Motion by Ysker, seconded by Kass, to adopt the resolution. Motion carried.

2018 Wages and Salaries

Motion by Kass, seconded by Ysker, to approve 2018 increases as stated in union contracts or previously determined by the council. Motion carried. Salaries in the 2018 city and utility budgets were increased an average of two (2) percent over 2017.

Report from the City Attorney

Suhrhoff discussed the Mt. Lake Police Fine Schedule that was part of Ordinance #1-18. She is recommended changes to and addition of offenses and fines due to new and revised city ordinances. Motion by Kass, seconded by Ysker, to adopt a revised schedule as recommended by the city attorney. Motion carried.

League of MN Cities Insurance Trust (LMCIT) 2018 Property/Casualty

The letter regarding the 2017 dividend was briefly reviewed.

Seniority List as of 1/1/18

The seniority list was briefly reviewed.

2017 Building Permit Summary

The 2017 summary and summaries from 2011 through 2016 were reviewed.

'Coffee with the Council'

Possible February dates were discussed. A decision will be made at the next council meeting when all members are present.

Other

It was agreed that the council will hold a special meeting at 6:30 p.m. on Tuesday, January 9 for the purpose of interviewing firms to assist with hiring a new administrator/clerk.

Adjourn

The meeting was adjourned at 7:40 p.m.

ATTEST:

Wendy Meyer, Clerk/Administrator

REGULAR MEETING
ECONOMIC DEVELOPMENT AUTHORITY
DECEMBER 7, 2017
12:00 NOON

PRESENT: Mark Hanson, Vern Peterson, Jerry Haberman, Darla Kruser, Mike Nelson, Steve Syverson, Brian Harder. Brad Hanson and Dean Janzen, Advisors.

ABSENT: Clara Johnson, Advisor.

STAFF PRESENT: Rob Anderson and Tabitha Garloff

CITY ADMINISTRATOR: Wendy Meyer

GUEST: Annette Dick (tenant at Heritage Estates) and Cheryl Hiebert (Observer/Advocate)

1. Call to Order: Mark Called the meeting to order at 12:05 p.m.
2. Motion to Approve Consent Agenda. Motion made and seconded by Jerry and Darla to approve the consent agenda.

Annette Dick was in attendance to bring her radon issue in her apartment # 401 at Heritage Estates back in front of the board. The radon issue is continuing from 2007 and 2009. Annette opened by thanking the EDA for building the Apartments and giving people a nice place to live. Annette stated that when she moved into her apartment her daughter gave her a cactus plant and within a week it died. She then was given a poinsettia plant and an Easter Lilly and they also died in a very short time. Annette stated that she feels better when she is outside of the apartment. Annette purchased an air purifier system, but was told that it did not take out radon. Annette then purchased a radon detector which would consistently read between 2.1 – 2.3. She also purchased radon detectors for her neighbors. The neighbor's radon detectors did not detect any radon at all. Annette did report several years ago a crack in her vinyl flooring in her dining room that you can see due to the change in color in the vinyl flooring. Tabitha stated that she has been to Annette's apartment and seen the crack and discolored vinyl. The crack has doubled over the years. Annette recently purchased another radon detector and the readings are now between 4.2 and 4.5. Brad stated the US EPA guideline limits for radon is anything under 4.0. Rob went over past reports with the board members along with the minutes from 2007 and 2009 that were included in the packets regarding past radon issues from Annette. Rob stated he had talked to Steve Carson, building official, and Steve stated because there is no basement there is no outlet for the radon or a place for a mitigation system. Mark Hienitz did test for radon in 2007. Vern asked Annette and the board members what should be done to remedy this issue. Annette talked about a film/barrier that her friends from Butterfield had put in the ceiling of their basement to fix their radon issue, but because there is no basement at the Estates this is not a solution for this radon issue. Mark said that his son Brent Hanson, Hanson Plumbing and Heating has a radon testing unit. Steve stated that he feels the issue needs addressing. Brian suggested to have Brent do the radon testing and if the air quality is acceptable that the EDA fix the crack. Brian stated either way the crack should be fixed. Annette's biggest concern is for the next tenant. Estimated cost for the radon test is \$90. Vern made a motion to have Hanson Plumbing set up the radon machine at Annette's with the EDA paying for it and move forward after the readings are received. Motion seconded by Mike. Carried. Brent will be contacted and radon tester will be put in Annette's apartment. Plan of action will follow after radon numbers are received.

12.

3. Krienke Foods International, Inc. (Pop'd Kerns) Lease Renewal/Flooring. Rob stated that Krienke Food's is going to wait to fix the flooring issue until they renew the new lease and do it all at one time. The cost of the floor repair will be split 50/50 between EDA and Krienke Foods.
4. Ratify November 15th Email Vote Regarding Southwest Minnesota Housing Partnership Proposal for Services, \$3,500. The results of the 11/15 email vote to accept the SWMHP Proposal for Services for \$3,500/Mountain Lake Apartment Feasibility are 5 yes votes to accept (Brian, Jerry, Mike, Steve, Darla), 1 vote not received (Vern) and 1 abstention (Mark). Motion to ratify the November 15th email vote made and seconded by Jerry and Darla, Mark abstained. Carried. Rob stated the EDA should have numbers to look at by the end of January. Brad asked if the EDA was also interested in the garages at a cost of \$35,000 for 8 stalls. The garage is in rough condition. Rob asked if the 1% loan can be used to purchase the garages. Brad stated no because it is not a housing unit. Estimated guess of repairing the garages to be usable would be about \$20,000. There is another interested buyer per Brad. If the EDA would purchase the apartments without the garages there would need to be an easement given or an access road made, as there is currently only the access from the apartments. Rob asked if the EDA could have the 1st option to purchase the garages also. Consensus is to wait for the feasibility study before making any further decisions. Jerry stated the garages would need to be cleaned out. Jerry also asked if purchasing the apartments would have any effect on the City of Mt Lake and Wendy stated it would not.
5. Watkins Property Demo. Open quotes for demolition. Lohrenz Construction, Quad Brothers and Nickel Construction were asked to bid the job. One bid was received from Lohrenz Construction in the amount of \$13,750.00. Bid does not include asbestos removal and tipping fee, totaling approximately \$18,000 to \$20,000. The county does have a program for tipping fees to help pay for removal of dilapidated structures. The County did not see any red flags with asbestos. Mark asked if the cost could be passed on to Balzer. Balzer stated they can take down the structure/structures cheaper but want to leave them until after they acquire the property. There is an Option Agreement for 5 years signed between Balzer and the EDA. Mike asked who had seen the kids playing in and around the buildings and it was stated that Balzer had reported kids playing in and around the buildings. Jerry stated that he is in favor of taking the 1 building down and boarding up the building with the open stairs. This property has been zoned commercial/industrial. The EDA has a contract with the Watkins Family to purchase the property for \$60,000 over 5 years and the EDA is selling the property to Balzer for \$60,000. Mike suggested the EDA go back to Balzer and tell them that they can tear it down but is also needs to be hauled away. Rob stated that that was already talked about and Balzer wanted compensation if they tore it down. Motion made by Mike and Vern to contact Balzer and give them the option to tear down and remove the buildings within 6 months. Carried. Wendy stated the city guys will put up no trespassing signs.
6. TIF District 1-8, Economic Development District No. 2 (Downtown Redevelopment Project):
 - a. Sanford Lease Proposal. Rob stated that he has heard back from Sanford and they stated the lease amount is too high. Sanford is looking at significantly less for a lease amount. The proposed amount was \$9,500 a month plus taxes and insurance. A lease amount of \$7,000 with taxes and insurance is probably doable for Sanford. The driving factor of the proposed lease amount is the space of the building Sanford wants. Vern asked is it was possible to add a 3rd layer of apartments. Brian's thought was to ask the architect about a bare bones

building to bring the cost down. Brad asked if we could look at another clinic like Mayo, Avera, Health Partners or an Independent Doctor. Mark suggested that Rob contact the architect and ask about a bare bones building or all apartments. Vern stated that the Community is in need of housing. Jerry stated that maybe the apartments behind Casey's can subsidize the clinic. Brad stated there is an 8% capital return on the apartments. Vern stated he feels if Sanford pulls out that Mayo Health would have an interest. A motion was made and seconded by Mike and Vern to have Rob contact the architect with different options, 1) bare bones building to bring down the lease price 2) all apartments 3) adding a 3rd level of apartments 4) building just a clinic. Steve stated he feels if a 3rd story of apartments are added they should not be single bedroom units.

- b. Private Developer. Nothing new to report. It was stated that possibly the Community Asset Foundation would be an interested party if the current private developer backs out.
- c. Other. Nothing new to discuss.

7. Mt. Lake Commercial Park:

- a. Construction Completion/Road Closed. Construction is completed. The road will be paved in the spring of 2018 and will remain closed thru this winter. City transferred ownership and the EDA is the official owner of the property.
- b. Tax Abatement Process. The process will start early next year for Casey's and Dollar General respectively.
- c. Casey's Lot Purchase, Block 2, Lot 1. Property closing date is May 28, 2018.
- d. Other:
 - Dollar General will break ground May 23, 2018.
 - Brian stated that Tom Brown would like to put in alfalfa at the Commercial Park. Tom has contacted Rob.
 - Little Care Bears Daycare lease is coming due January 1, 2018. She is currently behind on her lease and loan payments but now has more kids contracted that are daycare assistance qualified so she will have more consistent income going forward. Karen stated she will begin making \$200 a week payments starting next week. Her current lease amount is \$300 a month. It was suggested to lower her lease amount to \$250. A motion was made and seconded by Mike and Brian to change the lease amount to \$250 a month and renew Little Care Bears Daycare lease for one year. Carried.

8. General Discussion:

- a. Next regular board meeting is January 12, 2018.
- b. Other business. No other business.

9. President Mark Hanson adjourned the meeting at 1:20 P.M.

Mountain Lake Tree Commission
Monday, October 9, 2017
7:45 PM
Mountain Lake City Hall

Members Present: David Bucklin, Steve Harder, Gary Hildebrandt, Jerry Logue

Members Absent: None

Staff Present: Wendy Meyer, Clerk/Administrator

Others Present: Mike Nelson

Call to Order

Bucklin called the meeting to order at 7:45 PM.

Minutes and Agenda

Motion by Logue, seconded by Hildebrandt, to approve the July 11 minutes. Motion carried.

2017 and 2018 Budgets

The 2017 budget to date and the preliminary 2018 budget were reviewed. Applying to area foundations for additional funds was discussed.

2018 Tree Program update/discussion

Bucklin told the commission that 28 trees have been ordered for 2018. Types and tentative locations for some of the trees were discussed. Bucklin continues to look for locations, if you have any suggestion contact him. The 2017 application forms were reviewed and changes were made. The program will again be promoted in the utility bill, on KDOM, and on Facebook.

Emerald Ash Borer in Welcome MN

Bucklin shared information on the pest and where it has been located. He has been contacted many times since the announcement that emerald ash borers have been found in Martin County. Methods of treatment were discussed. The number of the ash trees currently in Mt. Lake on public property, including the boulevards and right-of-ways, and on private property were discussed. The pros and cons of taking ash trees down or treating them were considered.

Pruning Event

The annual pruning event will be held on Saturday November 11. Anyone interested in participating should meet at city hall at 8 AM. Bring saws or pruning sheers if possible. Volunteers are also needed to pile branches.

Next meeting

The next meeting is scheduled for Monday, January 8, 2018.

Adjourn

The meeting was adjourned at 8:22 PM.

Approved January 8, 2018.

ATTEST:

Wendy Meyer, Clerk/Administrator

**Mountain Lake Public Library Board Minutes
December 20, 2017**

Members Present: Dennis Cords, Diane Englin, Vickie Krueger, Barrie Wright
Carol Lehman, director

Members Absent: Marci Balderas

Others Present: Dana Kass, city liaison
Wendy Meyer, city administrator
Mayor Mike Nelson
Judy Harder

The meeting was called to order at 4:00 p.m. by chairman, Barrie Wright.

Judy Harder was in attendance and was given the opportunity to ask questions on how specific library spaces are currently being used. She also shared some of her visions and ideas regarding the use of bright colors, use of space, and updates to the public library building.

The business meeting followed Harder's portion of the meeting.

M/S Krueger/Cords to approve the minutes of the November 8, 2017 meeting. **Motion carried.**

Carol presented the November monthly report indicating 2,192 total circulation and expenditures in the amount of \$1,547.51. **M/S Cords/Krueger** to accept the monthly report as given and to approve the November expenditures. **Motion carried.**

Carol reported that the City Council awarded Borggard Construction the library improvement project. Their submitted estimate was \$19,474.26.

The library activity report was reviewed.

The meeting adjourned at 5:10 p.m.

NEXT MEETING: January 10, 2018 – 4:00 p.m.

Respectfully submitted,



Diane Englin, acting secretary

CITY OF MOUNTAIN LAKE
PUBLIC LIBRARY REPORT
MONTH OF December 2017

CIRCULATION AND USE

Adult fiction	_____	
Adult nonfiction	_____	
Non print (includes videos, cassettes, art prints, etc.)	_____	
Juvenile	_____	
Periodicals	_____	
		<u>TOTAL CIRCULATION</u> <u>2,161</u>
Interlibrary loan sent	<u>218</u>	
Interlibrary loan received	<u>160</u>	
		<u>TOTAL ILL</u> <u>378</u>
		<u>ILL NON SYSTEM</u> <u>28</u>

RECEIPTS

Cash income	<u>46.27</u>
Donations (monetary)	_____
County Revenue	_____
Misc. Revenue	_____
Fines	<u>11.20</u>
Meeting room rental	_____
Sale of supplies	_____
TOTAL RECEIPTS	<u>57.47</u>

EXPENDITURES

Books	<u>672.12</u>
Periodicals	<u>717.92</u>
Audio-visual	<u>99.94</u>
Supplies	<u>316.89</u>
2.63 Postage	<u>2.63</u>
Miscellaneous-Travel Exp	<u>253.69</u>
Telephone	<u>66.40</u>
Repairs & maintenance	<u>92.82</u>
Repairs & maint.-Janitorial	<u>345.00</u>
43.64 Project expense	<u>43.64</u>
Capital outlay	_____
Automation	_____
Gas Utilities	<u>194.74</u>
TOTAL EXPENDITURES	<u>\$2,805.79</u>

LIBRARY DIRECTOR

(18)
Carol Lehman

LIBRARY EXPENDITURES - DECEMBER 2017

Demco	Supplies	\$278.99
The Free Press	Periodicals - 1 yr.	\$287.88
Frontier	Telephone Expense	\$66.40
Dennis Hulzebos	Repairs & Maint. - Janitorial	\$345.00
Indoff, Inc.	Supplies	\$37.90
Ingram	Books	\$523.52
Carol Lehman	Travel Expense - 2017 mileage	\$253.69
MN Energy Resources	Gas Utilities	\$194.74
St. James Electric, Inc.	Repairs & Maint.	\$92.82
Star Tribune	Periodicals - 1 yr.	\$430.04
Synchrony Bank/Amazon	Books 148.60 / AV 99.94	<u>\$248.54</u>
	SUBTOTAL	\$2,759.52
	Cash Expenditures	<u>\$46.27</u>
	TOTAL	\$2,805.79

Mountain Lake Utilities Commission Meeting
Wednesday, December 27, 2017
Mountain Lake City Hall
7 AM

Members Present: Mike Johnson, Todd Johnson, Mark Langland, Brett Lohrenz

Members Absent: John Carrison, Council Liaison David Savage

Staff Present: Wendy Meyer, Clerk/Administrator; Lynda Cowell, Utilities Office Manager, Ron Melson, Electric Superintendent; Dave Watkins, Water/Wastewater Superintendent; Tristan Varpness, Lineman

Others Present: Mike Thielen, Utilities Plus Energy Services (UPES) by phone

Call to Order

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

Approval of Minutes and Bills

Motion by M. Johnson, seconded by Lohrenz, to approve the December 14 minutes and Check Numbers 17671 -17707. Motion carried.

Water/Wastewater Department

The ownership of the south 15 acres needed for the wastewater treatment expansion project is unclear. It appears that Martin and Arlene Franz do not own any property in the area; county records show that they own one acre. David Jungas has been hired to determine ownership and work with Cottonwood County staff to correct the records. The administrator had quotes for the review appraisal requested by Public Facilities Authority. The work will not be awarded until the ownership issues are cleared up.

Sub-station Change Orders

Mike Thielen, project engineer, UPES explained the reasons for the change orders. Construction errors resulted a deduction of \$5790.57 to Farabee's contract, and an increase of \$6,687 to Conductor Power's contract; UPES will be responsible for \$4,129.83. There was also a reduction of \$475 to Mathiowetz Construction related to site grading. Motion by Langland, seconded by T. Johnson, to approve the three change orders. Motion carried.

Hitting Energized Feeder - Conductor Power

Thielen wanted to make the commission was made aware that Conductor Power hit a energized feeder and is requesting compensation for the additional work it caused. The utility

has additional costs as a result of this as well and based on the contract Thielen believes that Conductor Power has no grounds to request additional compensation.

Water/Wastewater Position

Taylor Nesmoie has accepted the position and will start the week of January 1.

Western Area Power Agency (WAPA) Meeting

Melson summarized the meeting he attended with Mark Gabriel WAPA's Chief Executive Officer on December 20 in Lakefield.

Adjourn

The meeting was adjourned at 8:10 a.m.

Approved January 11, 2018.

ATTEST:

Wendy Meyer, Clerk/Administrator

doug bristol

From:
Sent: Wednesday, January 10, 2018 7:07 PM
To: dbristol@mountainlakemn.com

Dec. 19th , 2017

Present : Sue G., Doug B., Chuck W., Brian L., Norm K.

Zuercher report : Oct. 128 calls Nov. 120 calls

Put the old squad on Craigslist , not much response. It's at 3rd Ave. Auto now. Will put on Craigslist again after the holidays.

Budget is in the negative because of the new squad purchase . The money is available , it just needs to be transferred.

Respectfully submitted,

Norm K.

RESOLUTION #2-18

**RESOLUTION TO ACCEPT A GIFT OF \$9,000
ON BEHALF OF THE
MOUNTAIN LAKE TREE COMMISSION**

CITY OF MOUNTAIN LAKE, MINNESOTA

Whereas, the Tree Commission of the City of Mountain Lake has by ordinance the duty to ‘coordinate a community inventory of all trees and planting spaces on public property; recommend the manner in which the City prunes or remove dead and weakened trees and branches; develop and implement a program of plant health management; develop and implement a plan for the selection of trees to be planted on public property; and to educate and inform residents on matters concerning the betterment of trees’; and

Whereas, the Tree Commission of the City of Mountain Lake continually carries out these duties and each year undertakes new and on-going projects to improve the Mountain Lake urban forest; and

Whereas, the emerald ash borer an insect that attacks and kills ash trees, was first identified on the east coast of the United States, and

Whereas, the emerald ash borer was found in Martin County, an adjoining county, in 2017; and

Whereas, the State of Minnesota has the highest volume of ash trees in the country; and

Whereas, the Mountain Lake Tree Commission has determined that approximately one-quarter of the trees located on public property or on the city’s boulevards are ash; and

Whereas, the Mountain Lake Tree Commission has a limited budget with which to undertake its duties and projects including its efforts to mitigate the effects of the emerald ash borer on the city’s urban forest; and

Whereas, Dr. Steven and Judy Harder, residents of the City of Mountain Lake, have chosen to support the Tree Commission with its work to mitigate the effects of the emerald ash borer with a contribution of \$9,000 (\$3,000/year, 2018 – 2020) to be used to remove ash trees on public property or on the city’s boulevards.

Therefore, be it resolved that the Mountain Lake City Council does hereby thank Steven and Judy Harder for their generous contribution and accepts their gift of \$9,000 to support the Mountain Lake Tree Commission’s ongoing emerald ash borer efforts.

Adopted this 16th day of January, 2018.

ATTEST:

Mike Nelson, Mayor

Wendy Meyer, Administrator/Clerk

M.R.

PAVING & EXCAVATING, INC.

2020 North Spring Street

P.O. Box 787

New Ulm, MN. 56073

Phone (507) 354-4171

Fax (507) 359-4156

BUDGET ESTIMATE SUBMITTED TO City of Mountain Lake	PHONE (507) 427-2999	DATE 12/01/2017
STREET 930 3 rd Avenue, Drawer C	JOB NAME Blacktop Camp Ground Driveway Entrance	
CITY, STATE, & ZIP CODE Mountain Lake, MN 56159	LOCATION Golf Course Rd. & Prince St.	ATTENTION Rick Oeltjendruns
<p>This Proposal Includes: 2,492 Square Feet of 4" Blacktop Pavement</p> <ul style="list-style-type: none">• Shape the existing gravel surface and pave it with 4" of hot mix asphalt.• We will pave the asphalt in 2 lifts (2" of base and 2" of wear) applying tack oil between the lifts. <p>Budget Price: \$8,960.00</p> <p>Notes:</p> <ul style="list-style-type: none">• Any soil corrections due to poor soils below the existing gravel would be extra.• Any landscaping, black dirt, sod or seeding of disturbed areas would be extra. <p>This price is a budget estimate for the 2018 construction season</p> <p>Respectfully Submitted, M.R. Paving & Excavating, Inc.  Brian D. Rahe Sales Manager</p>		

ENERGY EFFICIENT LIGHTING MEASURES

PROJECT DETAILS:

Customer should consider replacing inefficient Metal Halide lighting with high efficiency LED lighting.

Select Utility: Mountain Lake Commercial Demand: \$0.00 per kW Rebate: \$200 per kW
 Customer Type: Commercial On-Peak: \$0.090 per kWh

AREA DESCRIPTION:	Existing System						Proposed System						Annual Energy Savings								
	Lighting Type	Lighting Size	Ballast Factor	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	Ballast Factor	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation/ year	Annual kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)
Exterior Lighting	Metal Halide	MH250		6	1	250	295	LED	LED Wallpack 52		6	1	85	85	4,903	1.26	6,178	\$556.00	\$252.00	\$1,675	2.56
Interior Lighting	Metal Halide	MH400		24	1	400	454	LED	LED Highbay		24	1	241	241	1,304	5.11	6,668	\$600.16	\$1,022.40	\$8,800	12.96
															6.37	12,846	\$1,156.16	\$1,274.40	\$10,475	7.96	

Please contact us at (952) 767-7455.

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.



Energy Insights is the company that Central MN Municipal Power and Services (CMPas) has hired to assist each of its member cities with their Conservation Improvement Programs (CIP).

After the lights are installed Energy Insights will evaluate the fixtures to determine the actual rebate.

It will not be less than the numbers given here, but it could be more.

The Energy Insights employee the city is working with suggested the rebate could be as high as \$2,000 with a payback of five to six years.

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DUERKSEN ELECTRIC INC.

46335 COUNTY ROAD 3
WINDOM, MN 56101

PHONE: 507-822-1264

EMAIL: duerksenelectric@gmail.com

Estimate

Estimate #: 365

Date: 1/4/2018

Customer:

CITY OF MOUNTAIN LAKE
930 THIRD AVE
MOUNTAIN LAKE, MN 56159

Description	Qty	Rate	Total
LED UPGRADE FOR HIGH BAY FIXTURES AND 6 OUTSIDE FIXTURES IN CITY STREET DEPT SHOP			
HTF30A-HK50UK LED HIGH BAY	24	300.00	7,200.00T
WFT08AN50Z 250W LED WALLPACK	6	212.49	1,274.94T
LED/ELECTRONIC PHOTOCELL 6A 105-305V 1/2" NIPPLE	6	20.44	122.64T
EXTRA SHOP SUPPLIES FOR MOUNTING LIGHTS	1	100.00	100.00T
MATERIALS SUBTOTAL			8,697.58
LABOR TO REMOVE OLD FIXTURES AND INSTALL NEW	1	2,000.00	2,000.00

Estimate prices are based on current prices and good for 30 days

Subtotal \$10,697.58

Sales Tax (6.875%) \$597.96

Total \$11,295.54

26

E-WFT08 Series

LED Traditional Style Wall Pack - Large
Replaces 250W MH



Classic, traditional-style fixture, now with greater output and increased efficiency!

Efficient

- Uses 45% less energy than comparable HID fixtures
- Quick, easy installation

Durable

- Lens is heat & shock resistant
- Powder-coat finish withstands the test of time

Recommended Use

- Security
- Pathways
- Perimeter lighting

Input Voltage

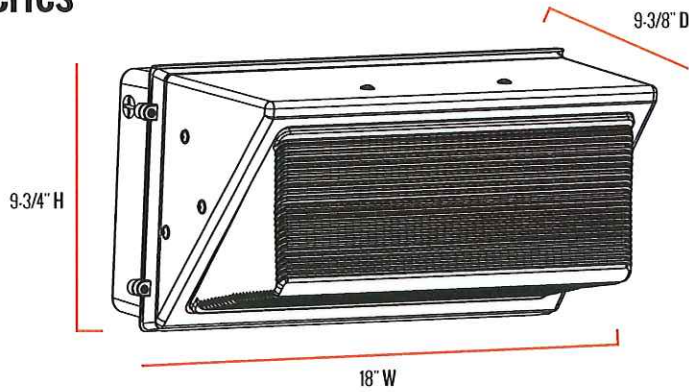
- Universal (120V through 277V Operation)

Certifications



e-conolight | Quality Products, Affordably Priced.

E-WFT08 Series



Series Overview

DIMENSIONS	PRODUCT WEIGHT	MOUNTING HEIGHT	SPACING
9-3/8" D x 18" W x 9-3/4" H	15.8 lbs.	12 to 20 feet	2 to 3 times the mounting height

Fixture Specifications

HOUSING	Heavy duty, die-cast aluminum housing with hinged door frame Dark bronze polyester powder-coat finish
LENS ASSEMBLY	Heat and shock-resistant borosilicate glass prismatic lens
MOUNTING	1/2" NPT tapped knockouts for conduit entrances (one on top, one on each side, two on back)

Electrical Performance

OPERATING MINIMUM	LIFESPAN <i>L₇₀</i> AT 25° C (77° F)	POWER FACTOR	TOTAL HARMONIC DISTORTION	DIMMABLE
-40°C (-40°F)	Estimated 76,000 Hours	> 0.9	< 20%	No
INPUT VOLTAGE	120V	208V	240V	277V
Current Draw (Amps)	0.72A	0.42A	0.36A	0.31A

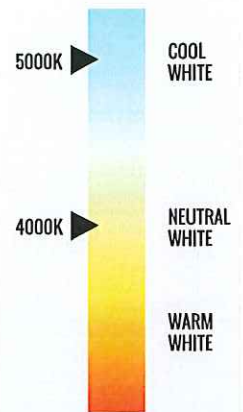
Warranty & Certifications

WARRANTY	UL LISTED	DLC	ENERGY STAR
5-Year Limited	Wet Locations	Yes	---

Output Specifications

SKU	LIGHT OUTPUT	COLOR TEMP (See chart)	POWER CONSUMPTION	COLOR ACCURACY	REPLACES
E-WFT08A-N50Z	8900 Lumens	Cool White (5000K)	87W	≥ 70 CRI	250W MH
E-WFT08A-N40Z	8600 Lumens	Neutral White (4000K)	85W	≥ 70 CRI	250W MH

CORRELATED COLOR TEMPERATURE (CCT)



Due to continuous product improvement, information in this document is subject to change.

Revision Date: 05/01/17

1501 96th Street, Sturtevant, WI 53177 | Phone (888) 243-9445 | Fax (262) 504-5409 | www.e-conolight.com

E-WFT08 Series

Accessories

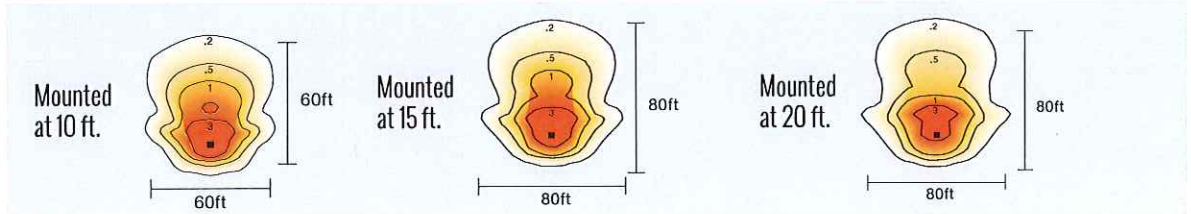


Photocell - Button, 120V/208V/240V/277V

**SKU: E-ACP1 (120V)
E-ACP2 (208V/240V/277V)**

USE: Photocell is field installed.
Drilling of the back box in the field is required.

Photometric Diagrams



All published photometric testing performed to IESNA LM-79-08 standards by a NVLAP certified laboratory. Fixture photometry was completed on a single representative fixture.

Generational Chart

OLD SERIES	NEW SERIES
E-WP9 Series	E-WFT08 Series

Due to continuous product improvement, information in this document is subject to change.

Revision Date: 05/01/17

1501 96th Street, Sturtevant, WI 53177 | Phone (888) 243-9445 | Fax (262) 504-5409 | www.e-conolight.com

E-HTF30 Series

Premium LED Round High Bay
Replaces 400W PSMH



120° Beam Spread
No Reflector



60° Beam Spread
Aluminum



100° Beam Spread
Aluminum



70° Beam Spread
Prismatic

Demand More with Premium LED Round High Bays!

- Custom options without the custom price
- Up to 122 lumens per watt - plus, dimming and 10kA surge protection come standard
- Compact, lightweight design for easy installation

High Performance

- Up to 40% energy savings compared to HID equivalent
- High-powered discrete LEDs are engineered for consistent coverage

Premium Design

- IP65 rated for durability in high performance environments
- Innovative driver and thermal design for progressive energy transfer

Recommended Use

- Warehouses
- Industrial
- Retail

Input Voltage

- Universal (120V through 277V Operation)

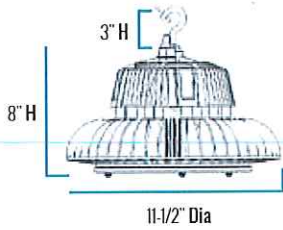
Certifications



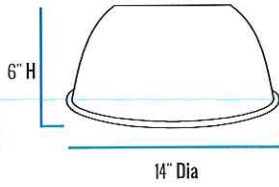
e-conolight | Making LED easy.

E-HTF30 Series

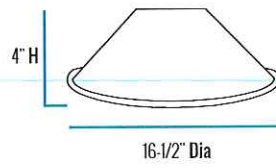
Light Engine
120° Beam Spread



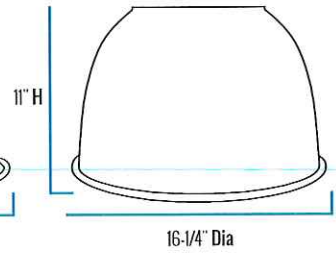
Aluminum
60° Beam Spread



Aluminum
100° Beam Spread



Prismatic
70° Beam Spread



Note: Prismatic reflectors not intended for use in environments where any concentrations of industrial cutting fluids are used.

Series Overview

DIMENSIONS	PRODUCT WEIGHT	MOUNTING HEIGHT	SPACING
8" H x 11-1/2" Dia (Light Engine)	11 lbs.	25 to 40 feet	1 to 1-1/2 times the mounting height
6" H x 14" Dia (60° Aluminum)	0.8 lbs.		
4" H x 16-1/2" Dia (100° Aluminum)	0.6 lbs.		
11" H x 16-1/4" Dia (70° Prismatic)	2.0 lbs.		

Fixture Specifications

HOUSING	Forged aluminum heat sink with black anodized finish Vertical fins for optimal thermal management
LENS ASSEMBLY	Clear glass lens over LEDs for protection and IP65 rating
MOUNTING	Pre-installed hook with locking bolt

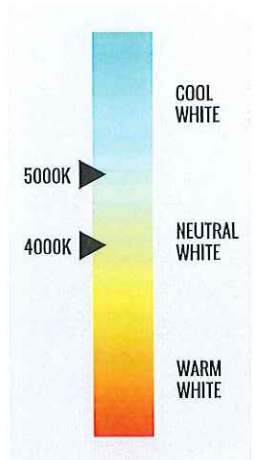
Electrical Performance

OPERATING RANGE	LIFESPAN <i>L₇₀</i> AT 25°C (77°F)	POWER FACTOR	TOTAL HARMONIC DISTORTION	DIMMABLE
-20°C (-4°F) - 50°C (122°F)	Estimated >100,000 Hours	> 0.9	< 15%	0-10V
INPUT VOLTAGE	120V	208V	240V	277V
Current Draw (Amps)	2.00A	1.16A	1.00A	0.87A

Warranty & Certifications

WARRANTY	UL LISTED	DLC	ENERGY STAR
5-Year Limited	Wet Locations	Yes, Standard	---

CORRELATED COLOR TEMPERATURE (CCT)



Due to continuous product improvement, information in this document is subject to change.

Revision Date: 02/14/17

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e-conolight®

E-HTF30 Series

Output Specifications

SKU	LIGHT OUTPUT	COLOR TEMP <small>(See chart on previous page)</small>	POWER CONSUMPTION	COLOR ACCURACY	REPLACES
E-HTF30A-HK50UK <small>(Light Engine Only)</small>	30,000 Lumens	Cool White (5000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK40UK <small>(Light Engine Only)</small>	30,000 Lumens	Neutral White (4000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK50UK-A3 <small>(60° Aluminum)</small>	30,000 Lumens	Cool White (5000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK40UK-A3 <small>(60° Aluminum)</small>	30,000 Lumens	Neutral White (4000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK50UK-A5 <small>(100° Aluminum)</small>	30,000 Lumens	Cool White (5000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK40UK-A5 <small>(100° Aluminum)</small>	30,000 Lumens	Neutral White (4000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK50UK-P3 <small>(70° Prismatic)</small>	30,000 Lumens	Cool White (5000K)	241W	> 80 CRI	400W PSMH
E-HTF30A-HK40UK-P3 <small>(70° Prismatic)</small>	30,000 Lumens	Neutral White (4000K)	241W	> 80 CRI	400W PSMH

Accessories (available with fixture purchase only)



Aluminum Reflector Glare Shield
Use only with 60° aluminum
SKU: **E-HTF-RA-GS**



Prismatic Reflector Glare Shield
SKU: **E-HTF-RP-GS**



Microwave Motion Sensor
SKU: **E-HTF-MS-MW**



Microwave Motion Sensor Bracket
Use only when installing the motion sensor on a E-HTF fixture without a reflector
SKU: **E-HTF-MS-MW-BRKT**

Due to continuous product improvement, information in this document is subject to change.

Revision Date: 02/14/17

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Conductor Power LLC
 4993 Gull Dam Road
 Brainerd MN 56401
 (218) 316-7801

Contract Invoice

Invoice#: 17-004S-003

Date: 11/29/2017

License:

COPY

Billed To: Mountain Lake Municipal Utilities Job
 Utilities Plus Energy Services
 18940 York Street NW
 Elk River MN 55330

Project: 17-004S
 Intersection of 1st Ave & Cty Rd 1
 Mountain Lake MN 56159

Due Date: 12/29/2017

Terms: 30DY

Order#

Description	Amount
Progress Billing# 3	339,630.00

A service charge of 0.00 % per annum will be charged on all amounts overdue on regular statement dates.

Thank you for your prompt payment!

Sales Tax:	0.00
Invoice Total:	339,630.00
Retention:	33,963.00
Amount Paid:	0.00
Amount Due	305,667.00

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Conductor Power LLC
 4993 Gull Dam Road
 Brainerd MN 56401
 (218) 316-7801

Progress Billing

Application: 3

Period: 11/29/2017

License:

Owner: Mountain Lake Municipal Utilities Job
 930 3rd Avenue
 PO Box C
 Mountain Lake MN 56159

Job Location: 17-004S
 Intersection of 1st Ave & Cty Rd 1
 Mountain Lake MN 56159

Client PO#:

Application For Payment On Contract

Original Contract.....	1,202,020.00
Net Change by Change Orders.....	0.00
Contract Sum to Date.....	1,202,020.00
Total Complete to Date.....	927,928.00
Total Retained.....	92,792.80
Total Earned Less Retained.....	835,135.20
Less Previous Billings.....	529,468.20
Current Payment Due.....	305,667.00
Balance on Contract.....	366,884.80

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor: _____ Date: _____

Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: Conductor Power LLC

Thank you for your prompt payment.

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SUBCONTRACTOR'S REQUEST FOR PAYMENT
DISTRIBUTION DETAIL

Application No.: 11/28/2017
Application Date: 11/30/2017

CP Project No.
CP - 04 S

Project Name:
Mountain Lake

Contractor's PO No.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
Item No.	Description of Work	No. of Units	Labor	Materials	Labor & Materials	Work From Prev Applications	Labor of this Period	Materials This Period	Total Completed	% (G) divided by (C)	Balance to Finish (C-G)	Retainage 5%													
1	Mobilization/Demobilization/Site Setup	1	\$ 35,378.00	\$ 331.00	\$ 35,709.00	\$ 18,020.00	\$ 18,020.00	\$ 18,020.00	50.5%	\$ 17,838.00	\$ 1,802.00														
2	MV Equipment	1	\$ 30,562.00	\$ 15,943.00	\$ 46,505.00	\$ 42,945.00	\$ -	\$ 42,945.00	100.0%	\$ -	\$ 2,285.25														
3	Switch & Junction Cabinets	1	\$ 22,889.00	\$ 73,776.00	\$ 96,665.00	\$ 20,718.00	\$ -	\$ 20,718.00	67.0%	\$ 31,947.00	\$ 3,235.90														
4	Steel Structures	1	\$ 14,859.00	\$ -	\$ 14,859.00	\$ 14,959.00	\$ -	\$ 14,959.00	100.0%	\$ -	\$ 747.95														
5	Electrical Bus System	1	\$ 3,376.00	\$ 5,013.00	\$ 8,389.00	\$ 4,500.00	\$ -	\$ 4,500.00	53.6%	\$ 3,889.00	\$ 225.00														
6	Grounding	1	\$ 20,079.00	\$ 16,352.00	\$ 36,431.00	\$ 34,552.00	\$ 1,879.00	\$ 36,431.00	100.0%	\$ -	\$ 1,821.55														
7	Install GPS Antenna and Cable	1	\$ 688.00	\$ -	\$ 688.00	\$ -	\$ -	\$ 688.00	0.0%	\$ 688.00	\$ -														
8	Boring for MV Cable Installation	1	\$ 114,200.00	\$ 78,900.00	\$ 193,100.00	\$ 185,900.00	\$ 7,200.00	\$ 193,100.00	100.0%	\$ -	\$ 9,655.00														
9	MV Cable Installation	1	\$ 188,000.00	\$ 278,612.00	\$ 466,612.00	\$ 177,947.00	\$ 153,500.00	\$ 331,447.00	100.0%	\$ -	\$ 21,980.00														
10	MV Cable Terminations	1	\$ 91,700.00	\$ 40,260.00	\$ 131,960.00	\$ 30,260.00	\$ 5,600.00	\$ 35,860.00	34.8%	\$ 86,100.00	\$ 2,293.00														
11	Control Cable Install and Terminate	1	\$ 19,032.00	\$ 9,156.00	\$ 28,188.00	\$ 24,166.00	\$ 4,032.00	\$ 28,188.00	100.0%	\$ -	\$ 1,409.40														
12	Control Panel Modifications	1	\$ 5,536.00	\$ 7,131.00	\$ 12,667.00	\$ 7,131.00	\$ -	\$ 7,131.00	56.2%	\$ 5,536.00	\$ 356.55														
13	Transmission Line	1	\$ 25,282.00	\$ 21,985.00	\$ 47,267.00	\$ 17,500.00	\$ -	\$ 17,500.00	45.5%	\$ 25,252.00	\$ 1,099.25														
14	Pole #1 & #2 Modifications	1	\$ 24,575.00	\$ 9,719.00	\$ 34,294.00	\$ 9,719.00	\$ -	\$ 9,719.00	28.3%	\$ 24,575.00	\$ 485.95														
15	Testing & Commissioning	1	\$ 78,496.00	\$ -	\$ 78,496.00	\$ -	\$ -	\$ 78,496.00	0.0%	\$ 78,496.00	\$ -														
Totals			\$644,442.00	\$557,578.00	\$1,202,020.00	\$588,298.00	\$172,211.00	\$167,419.00	\$927,928.00	77.2%	\$274,092.00	\$47,297.40													
Change Orders/Alternates			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -													
Total of all Change Orders			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -													
Adjusted Contract Amount Totals			\$644,442.00	\$557,578.00	\$1,202,020.00	\$588,298.00	\$172,211.00	\$167,419.00	\$927,928.00	77.2%	\$274,092.00	\$47,297.40													



Conductor Power LLC
 4993 Gull Dam Road
 Brainerd MN 56401
 (218) 316-7801

Contract Invoice

Invoice#: 17-004S-004

Date: 12/22/2017

License:

Billed To: Mountain Lake Municipal Utilities Job
 Utilities Plus Energy Services
 18940 York Street NW
 Elk River MN 55330


Project: 17-004S
 Intersection of 1st Ave & Cty Rd 1
 Mountain Lake MN 56159

Due Date: 01/21/2018

Terms: 30DY

Order#

Description	Amount
Progress Billing# 4	74,745.00

Approved


A service charge of 0.00 % per annum will be charged on all amounts overdue on regular statement dates.

Thank you for your prompt payment!

Sales Tax:	0.00
Invoice Total:	74,745.00
Retention:	7,474.50
Amount Paid:	0.00
Amount Due	67,270.50

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Progress Billing

Application: 4
 Period: 12/22/2017

Conductor Power LLC
 4993 Gull Dam Road
 Brainerd MN 56401
 (218) 316-7801



License:

Owner: Mountain Lake Municipal Utilities Job
 930 3rd Avenue
 PO Box C
 Mountain Lake MN 56159

Job Location: 17-004S
 Intersection of 1st Ave & City Rd 1
 Mountain Lake MN 56159

Client PO#:

Application For Payment On Contract

Original Contract.....	1,202,020.00
Net Change by Change Orders.....	0.00
Contract Sum to Date.....	1,202,020.00
Total Complete to Date.....	1,002,673.00
Total Retained.....	100,267.30
Total Earned Less Retained.....	902,405.70
Less Previous Billings.....	835,135.20
Current Payment Due.....	67,270.50
Balance on Contract.....	299,614.30

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor:

Date: 12-22-17

Approved
 Alex Martin
 AMM

Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: Conductor Power LLC

Thank you for your prompt payment.

SUBCONTRACTOR'S REQUEST FOR PAYMENT
DISTRIBUTION DETAIL

Application No.: 4
 Application Date: 12/21/2017
 Period To: 12/31/2017
 Contractor's PO No.

CP Project No.
 CP - 04 S

Project Name:
 Mountain Lake

Item No.	Description of Work	No. of Units	Labor	Materials	Labor & Materials	Work From Prev Applications	Materials This Period	Total Completed	% (G divided by C)	Balance for Finish (C - G)	Retainage 5%
1	Mobilization/Demobilization/Site Setup	1	\$ 35,378.00	\$ 351.00	\$ 35,729.00	\$ 18,020.00	\$ 35,729.00	\$ 18,020.00	50.5%	\$ 17,889.00	\$ 1,802.00
2	HV Equipment	1	\$ 30,362.00	\$ 15,343.00	\$ 45,705.00	\$ 45,705.00	\$ 45,705.00	\$ 45,705.00	100.0%	\$ -	\$ 2,285.25
3	Switch & Junction Cabinets	1	\$ 22,889.00	\$ 73,776.00	\$ 96,665.00	\$ 64,718.00	\$ 5,000.00	\$ 69,718.00	82.8%	\$ 5,947.00	\$ 4,485.90
4	Steel Structures	1	\$ 14,959.00	\$ -	\$ 14,959.00	\$ 14,959.00	\$ -	\$ 14,959.00	100.0%	\$ -	\$ 747.95
5	Electrical Bus System	1	\$ 3,376.00	\$ 5,013.00	\$ 8,389.00	\$ 4,500.00	\$ 3,889.00	\$ 8,389.00	100.0%	\$ -	\$ 419.45
6	Grounding	1	\$ 20,079.00	\$ 16,352.00	\$ 36,431.00	\$ 36,431.00	\$ -	\$ 36,431.00	100.0%	\$ -	\$ 1,821.55
7	Install GPS Antenna and Cable	1	\$ 588.00	\$ -	\$ 588.00	\$ -	\$ -	\$ 588.00	0.0%	\$ 588.00	\$ -
8	Boring for MV Cable Installation	1	\$ 114,200.00	\$ 78,900.00	\$ 193,100.00	\$ 193,100.00	\$ -	\$ 193,100.00	100.0%	\$ -	\$ 9,655.00
9	MV Cable Installation	1	\$ 136,000.00	\$ 279,612.00	\$ 415,612.00	\$ 437,612.00	\$ -	\$ 437,612.00	100.0%	\$ -	\$ 21,880.60
10	MV Cable Terminations	1	\$ 91,700.00	\$ 40,260.00	\$ 131,960.00	\$ 48,860.00	\$ 40,300.00	\$ 88,160.00	65.3%	\$ 45,800.00	\$ 4,308.00
11	Control Cable Install and Terminate	1	\$ 19,032.00	\$ 9,156.00	\$ 28,188.00	\$ 28,188.00	\$ -	\$ 28,188.00	100.0%	\$ -	\$ 1,409.40
12	Control Panel Modifications	1	\$ 5,586.00	\$ 7,131.00	\$ 12,717.00	\$ 7,131.00	\$ 5,556.00	\$ 12,687.00	100.0%	\$ -	\$ 634.35
13	Transmission Line	1	\$ 25,252.00	\$ 21,985.00	\$ 47,237.00	\$ 21,985.00	\$ -	\$ 21,985.00	46.5%	\$ 25,252.00	\$ 1,095.25
14	Pole #1 & #2 Modifications	1	\$ 24,575.00	\$ 9,719.00	\$ 34,294.00	\$ 9,719.00	\$ -	\$ 9,719.00	28.3%	\$ 24,575.00	\$ 485.95
15	Testing & Commissioning	1	\$ 78,486.00	\$ -	\$ 78,486.00	\$ -	\$ -	\$ 78,486.00	0.0%	\$ 78,486.00	\$ -
Totals			\$644,442.00	\$557,578.00	\$1,202,020.00	\$927,928.00	\$54,745.00	\$1,002,673.00	83.4%	\$199,347.00	\$51,034.65
Change Orders/Alternates			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
Total of all Change Orders			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
Adjusted Contract Amount Totals			\$644,442.00	\$557,578.00	\$1,202,020.00	\$927,928.00	\$54,745.00	\$1,002,673.00	83.4%	\$199,347.00	\$51,034.65

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August 2016

RESEARCH PROJECT TITLE

Evaluation of Truck and Agricultural Vehicle Behavior at Reduced Conflict Intersections

SPONSOR

Minnesota Department of Transportation
Office of Traffic, Safety, and Technology
1500 W. County Road B2 – MS 725
Roseville, MN 55113
651-234-7000

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MORE INFORMATION

www.intrans.iastate.edu

The sponsors of this research are not responsible for the accuracy of the information presented herein. The conclusions expressed in this publication are not necessarily those of the sponsors.

Evaluation of Truck and Agricultural Vehicle Behavior at Reduced Conflict Intersections

tech transfer summary

This study evaluated truck and agricultural vehicle operational behavior at a set of Minnesota's reduced conflict intersections (RCIs) and found no evidence that validated concerns expressed about large vehicle operation at these intersections.

Problem Statement

At-grade intersections along rural multi-lane roadways present challenging conditions for drivers in judging gaps between high-speed traffic from two different directions. Driver comprehension and understanding of whether to stop in crossing the median or cross the intersection in one movement have been shown to be problematic for drivers in rural settings.

Background

In the US, some states have begun to address rural high-speed intersection crashes by physically restricting minor-road crossing movements (left and through turns) to simplify driver decision-making in terms of gap acceptance (the extent to which drivers will be able to utilize a gap in traffic of a particular size or duration). These treatments are referred to in Minnesota as reduced conflict intersections (RCIs).

Within Minnesota's rural corridors, introduction of RCI design has been successful in preventing severe crashes; however, the unusual design has been met with some apprehension from operators of agricultural equipment and large trucks. This, in combination with a resistance to the unfamiliar, has created a desire for more information regarding RCI configuration safety impacts for these types of vehicles.



Video capture of large truck after U-turn maneuver at one of the reduced conflict intersections with driver in on-coming lane of traffic slowing down

Even though RCIs eliminate right-angle crashes, which are the most severe crossing conflicts at rural high-speed intersections, concerns have been raised that, as large trucks are required to make U-turn maneuvers, they occupy the travel lanes for longer than would be required for a left-turn or through maneuver from the minor road, and, consequently, are exposed to on-coming high-speed vehicles for longer.

In response to these concerns, this study collected and evaluated large vehicle operational behavior at a set of RCIs and at similar standard control intersections in Minnesota. The researchers collected data in 2015 using a portable video trailer array and metrics on truck turning movements at three RCI intersections in Minnesota and three similar non-RCI intersections, which were proximate to the RCI intersections. The researchers compared travel time, conflicts, and other metrics for this study.

Results

The research team reduced video data and compared metrics between RCI and control intersections as noted below.

Exposure

One of the main concerns expressed about RCIs is that large trucks/vehicles would take a significant amount of time to enter the traffic stream during U-turn maneuvers. This may result in large trucks/vehicles occupying the oncoming travel lanes for an increased period of time, which could lead to conflicts.

The researchers evaluated exposure time (when a vehicle occupies a non-travel lane while waiting for a gap or to complete a maneuver) for both RCI and control intersections. They divided exposure into two parts for the RCI intersections (merge and U-turn).

At the Cologne, Minnesota locations, the average exposure time at the RCI was 6.7 seconds for the merge and 7.0 for the U-turn, while the average exposure time at the control intersection was 10.9 seconds. Collectively, the total exposure time at the Cologne RCI was 13.7 seconds, which was about 2 seconds more than at the control intersection. However, the two-stage movement (merge and U-turn) breaks the exposure into two stages, minimizing the duration that a vehicle is exposed at one time. In addition, truck exposure during the merging maneuver is more likely to result in a rear-end crash or sideswipe and exposure during the U-turn is more likely to result in a sideswipe, while a right-angle crash is the more likely result of a vehicle conflict for the control intersection. The average standard deviation time was also much greater for the control intersection, which suggests that a number of trucks had much longer exposure times.

The Vermillion and Wilmar, Minnesota sites had a much smaller sample size, but showed similar results. Consequently, concerns that the U-turn causes excessive exposure as large trucks complete the maneuver are unfounded. Anecdotal evidence also suggests that large trucks present a safety hazard at regular intersections because many were noted blocking lanes for an extended period as their drivers attempted to make through or left-turn maneuvers in two stages.

Queuing and Travel Time

The researchers also evaluated time spent in the queue while a vehicle was waiting for a gap. Queue time at the Cologne RCI was about 9 seconds for both the merge and U-turn locations and about 18 seconds at the control. Although the collective queue time was similar for both types of intersections, queue time for each individual maneuver at the RCI was about half the queue time of the control intersection, and drivers waiting for a significant period before finding an acceptable gap are more likely to accept a smaller gap.

The researchers also computed travel time and included run time, queue time, merge time, and turning maneuver time. As expected, travel time was significantly longer at the Cologne RCI (72 versus 29 seconds). The researchers found similar results for the Wilmar and Vermillion locations.

Evasive Maneuvers

Finally, the researchers compared evasive maneuvers (situations where an on-coming vehicle has to brake, slow, or change lanes to avoid the large vehicle crossing the intersection). The team recorded about 0.16 evasive maneuvers per large vehicle at the Cologne RCI merge point and 0.11 evasive maneuvers at the U-turn. At the Cologne control intersection, the researchers recorded 0.33 evasive maneuvers per large vehicle.



Video capture of semi truck trailer blocking on-coming traffic for more than 20 seconds at one of the control intersections

About 0.18 evasive maneuvers per large vehicle were reported at the Vermillion RCI merge and 0.15 evasive maneuvers per large vehicle at the U-turn. An average of 0.37 evasive maneuvers per large vehicle were noted at the Cologne control intersection. This included 5 near-crashes, while no near-crashes were noted at the RCI.

Opponents of RCIs had expressed the most concern about exposure and conflicts during the U-turn maneuver. As noted, the control intersections had a rate of evasive maneuvers that was almost double that of the U-turn locations.

Conclusions

This study found no evidence that validated concerns expressed about large vehicle operation at RCIs. Exposure time was not increased at the U-turn locations and conflicts were lower than at control locations.

Acknowledgments

This work was sponsored by the Minnesota Department of Transportation Office of Traffic, Safety, and Technology.



Video capture of semi truck trailer blocking on-coming traffic for more than 30 seconds at one of the control intersections

OFFICE OF COTTONWOOD COUNTY ASSESSOR

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TECHNICIAN

KARLA AMBROSE, CMAS
SENIOR APPRAISER

January 4, 2018

TO: City & Township Clerks

RE: Board of Appeal and Equalization Training

Enclosed with this letter are the LBAE attendees from Cottonwood County cities and townships, along with the date their LBAE training expires. Please check the training expiration date for your board members.

You need to have a quorum, including at least one trained person at your LBAE meeting in order to have a valid board of appeal and equalization meeting.

Enclosed is the certified LBAE attendance list as of 01/03/2018. If there is no one listed from your district, it means you do not have any one certified for the 2018 assessment. You are also receiving this letter if you have only one certified trained board member and may wish to have another one receive the training as a back up just in case your certified board member is unavailable the date of the local board of equalization meeting.

Also enclosed are the directions for registering with the online training with the Minnesota Department of Revenue. Remember, you must first register to take the training. Once DOR has received your registration, they will send you an email with your user id and a password. Please allow up to 5 business days to receive your login information. You must have your training completed by **5:00 p.m. on February 1, 2018.** It will be available 24/7 until that date.

Please disregard this letter if your board members have already completed their training for the 2018 assessment. Also, please contact me if you have any questions.

Sincerely,

Gale Bondhus

Gale Bondhus
Cottonwood County Assessor

Enclosures

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Property Tax Administrators

Last Updated: 6/30/2017

Board of Appeal and Equalization

Why do board members need to be trained?

State law requires each Board of Appeal and Equalization meeting to include a voting member who has completed a Department of Revenue training course within the last four years.

Requirement

Have at least one trained member by February 1

Trained member is present at board meeting

If LBAE does not meet requirement

Board's powers are transferred to the county for a minimum of two assessment years.

Board meeting is turned over to county and becomes an Open Book meeting. Board's powers are also transferred to county for the next assessment year.

If CBAE does not meet requirement

Board's powers are transferred to a special board for a minimum of two assessment years.

Meeting is adjourned immediately and taxpayers may appeal to the Commissioner of Revenue by August 1. County is assessed a fee of \$500 for each tax parcel that is appealed.

How do I take the training?

You can take the Board of Appeal and Equalization training online. [Go to the Board of Appeal and Equalization Online Training](#)

Where can I see who is trained?

To help you comply with this requirement, we keep lists of all LBAE and CBAE members who have taken the training in the last four years. We update the certification lists at the end of each month. You can use the Filter and Sort functions to find the information you need.

[Local Board Trained Member Roster](#)

[County Board Trained Member Roster](#)

2017 law change: LBAEs and CBAEs no longer have to provide proof to us that they have a trained member by the February 1. Instead, use the Trained Member Rosters (above) to verify if your board has a trained member by the deadline.

Questions?

Please email proptax.bae@state.mn.us or call 651-556-6104.

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Request for Special Assessment Abatement

Carl Bjorklund owns 22.610.0803, 1609 Sixth Avenue, previous owner was Denise Haldeman. It was a tax-forfeit piece of property that he purchased from the county. The county demolished the house.

Marjean Bjorklund owns 22.610.0801 and 22.610.0806, 1521 Sixth Avenue, previous owner was Alvin Wiens. She purchased the properties from Wiens.

Special assessments for the 2012-2014 Utility and Street Project are as follows:

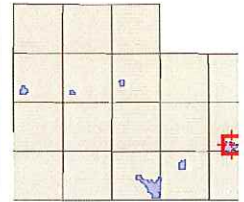
Parcel identification Number	Address	Linear Feet	Original Assessment	Remaining Assessment
22.610.0803	1609 Sixth Avenue	134.10	\$8,544.12	\$7491.49
22.610.0801	1521 Sixth Avenue	93	\$5859.79	\$5,137.85
22.610.0806		5	\$135.12	\$118.49

Bjorklund called to request that the city reduce or eliminate the special assessment on 22.610.0803.

After purchasing the lot he did additional work to clean it up. If he chooses to not pay the property taxes the city will likely mow the lawn until it is tax-forfeited. After that time mowing would be the county's responsibility.



Overview



Legend

- Corporate Limits
- Political Township
- Parcels

Date created: 1/12/2018
 Last Data Uploaded: 9/23/2017 8:20:42 PM

Developed by
 The Schneider Corporation

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CITY OF MOUNTAIN LAKE, MINNESOTA

RESOLUTION #15-15

TAX FORFEITED PROPERTY

WHEREAS, there is non-conservation land within the city limits of Mountain Lake, Minnesota as follows:

Parcel #22.610.0803; W134.1' of E234.1' of S170'; Lot 29, Prince's Outlots; 1609 6th Ave.

Parcel #22.611.0730; W75' of E1/2, Lot 7, Block 3; Prince's Second Addition; 724 Prince St.

Parcel # 22.614.0040; Lot 4 and N1/2 of Lot 5, Block 23, and E1/2 of Vacated Alley; A. A. Penner Subd; 505 10th St. N.

WHEREAS, the described parcels have been forfeited to the State of Minnesota for non-payment of property taxes.

NOW THEREFORE, BE IT RESOLVED, that the City of Mountain Lake approves for public auction the parcels listed above; and

BE IT FURTHER RESOLVED that the City of Mountain Lake intends to reassess special assessments on 22.610.0803, and

BE IT FURTHER RESOLVED that the City of Mountain Lake waives the 60 day period as provided in MN Statute 282.01.

Adopted this 22nd day of June, 2015.



Mike Nelson, Mayor

ATTEST: 

Wendy Meyer, City Administrator/Clerk