

**Regular Council Meeting
Mountain Lake City Hall
Tuesday, January 22, 2019
6:30 p.m.**

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

Members Absent: David Savage

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney; Doug Bristol, Police Chief

Others Present: Landon Boldt, Cheryl Hiebert, Observer/Advocate; Jason Kruser, Keith Ramm, Daniel Smith, Scott Smith, Travis Smith, Rachel Yoder

Call to Order

The meeting was called to order by Mayor Nelson at 6:30 p.m.

Approval of Agenda and Consent Agenda

Motion by Kass, seconded by Kruser, to add Reappointment of James McDonald to the Housing Redevelopment Authority to the consent agenda and item 7.A Discussion - Data Request Harassment to the agenda. Motion carried. Motion by Kruser, seconded by Ysker, to approve the agenda and consent agenda as amended. Motion carried.

Bills: Checks #22038 – 22096, 588E – 590E

Payroll: Checks #64364 – 64400

Approval of October 8 Tree Commission Minutes

Approval of November 12 Lake Commission Minutes

Approval of December 27 Utilities Commission Minutes

Approval of January 7 City Council Minutes

Reappointment of James McDonald to the Housing Redevelopment Authority

Public

Cheryl Hiebert stated she would like to speak during the community center and data request harassment portions of the meeting. Rachel Yoder discussed her concerns about the Lake Commission minutes. Jason Kruser responded to her statement.

Community Center Rental Fee Waiver Requests

Daniel Smith requested to the Council if the rental fee could be waived for the Boy Scout pancake breakfast that will be held from 9AM-1PM on Sunday, February 24 at the community center. Landon Boldt also came in later with the same request. Both boy scouts are working on

earning badges and explained what the fundraiser funds will be used for. The Mountain Lake Area Foundation has also made a request to have the rental fee waived for their foundation dinner on April 6. The proceeds from this dinner will go towards the community center renovation project. The last request is from the Mountain Lake Chamber. They desire to have the fee waived for a bake potato feed and silent auction fundraiser from 5-7PM on March 9. Funds raised from this event will go towards Pow Wow 2019. Motion by Ysker, seconded by Kruser, to waive the rental fee and deposit for all three events. Motion carried.

Community Center Donations & Flooring

An update on funds raised for the community center was presented by the city administrator. As of January 22, a grand total of \$21,261.55 has been raised. Total expenses are \$7,141.36 for the labor of painting and window tint combined. \$14,120.19 remain after expenses. \$4,102.81 is needed to be able to cover the costs of the flooring and flooring installation. The Odell board was scheduled to meet earlier today but due to the weather the meeting has been moved to the following Tuesday. A request for the community center project for \$5,000 has been made to the Odell board. The Council decided to wait to hear an update from their board meeting before giving the approval to go ahead with the floor installation to ensure enough funds are in place.

Community Center Garage Door

Loyal Klassen desires to purchase and install a new garage door on the southeast side of the building in which the food shelf uses to bring in food items and use for storage. The current door has aged and according to Klassen, who met with the city administrator this past week, the new door will be easier to manually move up and down. The door will be white with two windows. No city funds or received donation funds will be used. Motion by Ysker, seconded by Kass, to accept the garage door donation. Motion carried.

Data Request Harassment

City Attorney Suhrhoff, Chief of Police Doug Bristol, and City Administrator Michael Schulte explained various data requests being made by an individual with harassment-like behavior and words by calling personal cell phones, leaving voicemails, and sending emails. The data requests have all been responded to appropriately and all communication received and sent has been documented. Cheryl Hiebert stated that the same individual also calls and emails the Observer/Advocate. A letter has been prepared by City Attorney Suhrhoff to send to the individual stating that the behavior will not be tolerated, and all communication must go through her office. Direction was given to send the letter to the individual.

Ordinance #2-19 Placing Additional Parcel of Land in the Rural Service District – Second Reading

Ordinance #2-19 Placing Additional Parcel of Land in the Rural Service District was read for the second time. A public hearing is scheduled at the next City Council meeting.

Pay Equity Report

A pay equity report needs to be completed and sent to the state every three years. The city administrator stated the report includes matching job descriptions with a state-set point system and listing the minimum and maximum salaries and wages of each employee. The data was sent to the state in which the state formulas determined that the city is in compliance. The report was posted on the employees' bulletin board and needs to be officially approved by the City Council to send an implementation report back to the state. Motion by Kruser, seconded by Kass, to approve the pay equity report. Motion carried.

Mountain Lake Data Request Policies

The League of Minnesota Cities advises every city to update and approve their data request policies. One policy is for the public and the other policy is for data subjects. Minnesota State Statutes, sections 13.025 and 13.03 require this policy. Templates that cover required state laws from the Minnesota Government Data Practices Act (MGDPA) were used and modified to create the policies. Updated contact information was also listed. Motion by Kruser, seconded by Kass, to approve both data request policies presented. Motion carried.

Mountain Lake Water Plan

A water plan required by the Department of Natural Resources (DNR) has been worked on by the previous water/wastewater superintendent and administrator and current staff. A submission of the plan was submitted last spring in which some additional information and requests were sent back for the city to work on. Due to staff turnover at the DNR, clarifications were needed to address the additional requests from the DNR. A new staff member was assigned and contacted late in 2018 and the water plan has been approved by the DNR and now needs council approval. Motion by Kass, seconded by Kruser, to approve the Mountain Lake water plan. Motion carried.

Review of 2018 Fourth Quarter Revenue & Expenses

Fourth quarter revenue and expenses were reviewed. The numbers presented are not the final numbers for 2018 as the city's auditor will adjust numbers and line items. Final numbers will be known after the city's audit is completed.

Coffee with the Council

The next Coffee with the Council will be on Wednesday, February 20 from 5:30PM-6:30PM at The Den. Councilmember Kruser and Ysker will attend. The event will be published in the newspaper and posted on Facebook and bulletin boards around town.

Adjourn

The meeting was adjourned at 7:25 p.m.

Approved February 4, 2019

ATTEST:

Michael Schulte, Administrator/Clerk